

NAVSO P-3683B

**NAVY
AND
MARINE CORPS
PRODUCT DATA REPORTING AND
EVALUATION PROGRAM (PDREP)
MANUAL**



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RESEARCH, DEVELOPMENT, AND ACQUISITION (RD&A)**

DATE February 12, 2004



DEPARTMENT OF THE NAVY

NAVAL SEA SYSTEMS COMMAND
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WASHINGTON NAVY YARD DC 20376-0001

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Subj: NAVY AND MARINE CORPS PRODUCT DATA REPORTING AND
EVALUATION PROGRAM (PDREP) MANUAL (NAVSO P-3683B)

Ref: (a) SECNAVINST 4855.3A

Encl: (1) Navy and Marine Corps Product Data Reporting and
Evaluation Program Manual, NAVSO P-3683B

1. PDREP is a Navy wide automated system for collecting quality data on material and products furnished by contractors. Reference (a) establishes the PDREP program as the primary Automated Information System for collecting and evaluating this data throughout the Navy and Marine Corps.

2. Enclosure (1) specifies procedures for Navy and Marine Corps activities to implement reference (a) and is effective upon receipt. The PDREP functional manager will coordinate all future changes to enclosure (1).

3. In lieu of printing and mailing hard copy manuals, the NAVSO P-3683B will be made available on the Naval Sea Logistics Center detachment Portsmouth PDREP website at <http://www.nslcptsmh.navsea.navy.mil/pdrep/pdrep.htm>.

4. The Functional Manager is John McClanahan, SEA 04L43, 202-781-1665, DSN 326. The NAVSEA POC is Lawanda Butler, SEA 04L44, 202-781-3296, DSN 326.

A handwritten signature in cursive script, reading "John E. McClanahan", is positioned above the typed name.

JOHN E. MCCLANAHAN

By direction

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FS1 ONI
FT1 CNET
FT10 NAVAVSCOLSCOM
V12 CG MCCDC
V23 CG MCLB
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NOTE: Due to the extensive reorganization of chapter narratives no change symbols are used on the individual pages affected.

Page No.	Title	*Change No.
-	Chapter 1	B
-	Chapter 2	B
-	Chapter 3	B
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-	Chapter 5	B
-	Chapter 6	B

*Zero in this column indicates an original page.

FOREWORD

SECNAVINST 4855.3 (series) establishes policy and assigns responsibilities for the Navy Product Data Reporting and Evaluation Program (PDREP). This manual provides detailed guidance for implementation. This document will be revised, and updated by NAVSEA with the concurrence of NAVAIR, NAVSUP, SPAWAR, MARCORSSYSCOM and SSP PDREP/Red/Yellow/Green (RYG) representatives. Recommendations for clarification or process changes should be forwarded along with questions, comments, or requests for copies to:

NAVSEALOGCENDET PORTSMOUTH
80 DANIEL STREET SUITE 400
PORTSMOUTH NH 03801-3884

DSN: 684-1690/1712, ext. 0
Commercial: (603) 431-9460, ext. 0

This manual supersedes NAVSO P-3685A, Navy and Marine Corps Product Data and Evaluation Program (PDREP) Manual of 9 FEB 2000.

TABLE OF CONTENTS

Chapter		Page
1	Program Introduction	1-1
1.1	Program Description	1-1
1.2	Program Objectives	1-1
1.3	Program Initiatives	1-1
1.4	Management Organization	1-2
1.4.1	ASN (RD&A)	1-2
1.4.2	NAVSEA 04	1-2
1.4.3	NAVSUP	1-2
1.4.4	NAVSEALOGCENDET Portsmouth	1-2
1.5	SYSCOM and Program Executive Officer Requirements	1-3
1.5.1	SYSCOMS (NAVAIR, NAVSEA, NAVSUP, SPAWAR, NAVFAC) and MARCOR	1-3
1.5.2	Program Executive Officers (PEOs) and Direct Reporting Program Managers (DRPMs)	1-3
1.5.3	Fleet Support Team (FST)	1-3
1.5.4	In-Service Engineering Activity (ISEA)	1-3
1.6	PDREP Interface--Access to the System	1-4
1.6.1	General	1-4
1.6.2	Customer Set-Up	1-4
1.6.3	Database Availability Schedule	1-4
1.6.4	Record Retention	1-4
1.6.5	Requesting a User Id	1-4
2	Product Quality Deficiency Reporting	2-7
2.1	Purpose	2-7
2.2	Background	2-7
2.3	Scope	2-7
2.4	PQDR Program Activity Responsibility	2-9
2.4.1	Report Originator	2-9
2.4.2	Originating Point	2-9
2.4.3	Screening Point	2-10
2.4.4	Action Point	2-10
2.4.5	Support Point	2-12
2.4.6	PDREP Functional Manager & SYSCOM PQDR Coordinator	2-12
2.5	Preparation of PQDR	2-14
2.6	Process for Submitting PQDR Information	2-21
2.7	PQDR Distribution	2-22
2.8	Definitions	2-23

Chapter		Page
---------	--	------

3	PDREP General Application	3-25
3.1	Introduction	3-25
3.1.1	General Information	3-25
3.1.2	Background	3-25
3.1.3	Scope	3-25
3.2	Input Data	3-25
3.2.1	General	3-25
3.2.2	Bulletin	3-25
3.2.3	CAGE	3-26
3.2.4	Contract Award Data	3-26
3.2.5	Defense Logistic Agency (DLA) Customer/Depot Complaint System (CDCS) Records	3-26
3.2.6	DLA Quality Evaluation Program (QEP) Records	3-26
3.2.7	DLA QEP First Article Tests	3-26
3.2.8	DLA QEP Post Award/Quality System Review (QDR)/Quality System Management Visits (QSMV)	3-26
3.2.9	DLA QEP QALI	3-26
3.2.10	DLA QEP Special Quality Data	3-26
3.2.11	DLA QEP Waivers/Deviations	3-26
3.2.12	DoD Activity Address Code (DODAAC)	3-26
3.2.13	Federal Stock Classifications (FSC)	3-26
3.2.14	Government and Industry Data Exchange Program (GIDEP)	3-26
3.2.15	Material Inspection Record (MIR)	3-26
3.2.16	Point of Contact	3-27
3.2.17	Product Quality Deficiency Reports (PQDR)	3-27
3.2.18	Qualified Products List (QPL)	3-28
3.2.19	Red/Yellow/Green (RYG)	3-28
3.2.20	RYG Award Data	3-28
3.2.21	Special Quality Data	3-28
3.2.22	Supply Discrepancy Reports (SDR)	3-28
3.2.23	Survey	3-28
3.2.24	Test Reports	3-28
3.3	Accessing PDREP	3-28
3.3.1	Sign-on Procedure	3-28
3.3.2	Sign-off Procedure	3-29
3.4	General Information	3-29
3.4.1	Qualifiers	3-29
3.4.1.1	Mandatory Versus Optional Input	3-29
3.4.1.2	Radio Buttons	3-29
3.4.1.3	Check Boxes	3-29
3.4.1.4	Entering Dates	3-29
3.5	PDREP Option	3-29

3.6	Data Entry	3-30
3.7	Download	3-30
	3.7.1 Extracting Data	3-30
3.8	Reports	3-30
	3.8.1 Ad-Hoc Reports	3-30
	3.8.1.1 Report Selection	3-31
	3.8.1.2 Qualifiers	3-31
	3.8.1.3 Run Report	3-33
	3.8.1.4 Saving Ad-Hoc Results	3-33
	3.8.1.5 Paste Query	3-33
	3.8.2 NAVICP Reports	3-33
	3.8.2.1 NAVICP PQDR by CAGE	3-33
	3.8.2.2 NAVCIP PQDR by NSN	3-33
	3.8.2.3 NAVICP MIR Report	3-34
	3.8.2.4 NAVICP Vendor Survey	3-34
	3.8.3 PDREP Reports	3-34
	3.8.3.1 DLA Contractor Summary	3-34
	3.8.3.2 MIR/L1SS Quarterly	3-35
	3.8.3.3 Material Inspection Record (MIR)	3-35
	3.8.3.4 PQDR Statistics	3-35
	3.8.3.5 PQDR Summary	3-38
	3.8.3.6 Profile	3-38
	3.8.3.7 Red/Yellow/Green (RYG)	3-39
	3.8.4 Special Reports	3-39
	3.8.4.1 DCIS Summary Report	3-39
	3.8.4.2 DLA Top Twenty	3-40
3.9	Search	3-41
3.10	Upload	3-41
3.11	View	3-41
3.12	Feedback	3-41
	3.12.1 Adding a Record	3-41
	3.12.2 Run Report	3-41
4	Product Substitution Fraud	4-42
	4.1 Purpose	4-42
	4.2 Background	4-42
	4.3 General Procedures	4-42
	4.3.1 Reporting Procedures	4-42
	4.3.2 Exception	4-42
	4.3.3 Responsibilities and Actions	4-42
	4.3.4 Handling of Information	4-44
	4.4 Definitions	4-44
Chapter		Page

5	Red/Yellow/Green (RYG) Program	5-45
5.1	Purpose	5-45
5.2	Authority	5-45
5.3	RYG Management	5-45
5.4	RYG Background/Description	5-45
5.4.1	Background	5-45
5.4.2	RYG Concept	5-45
5.4.3	RYG System	5-47
5.5	RYG Processes/Procedures	5-49
5.5.1	RYG Acquisition Procedures and General Policy	5-49
5.5.2	RYG Commodities	5-49
5.5.3	RYG Waiver	5-49
5.5.4	Responsibility Determination	5-49
5.5.5	RYG Solicitations	5-49
5.5.6	RYG Classification	5-50
5.5.7	RYG Reporting Requirements	5-50
5.5.8	RYG Technical Evaluations Adjustment (TEA) Procedures	5-51
5.5.9	RYG Greatest Value/Best Buy Procedures	5-51
5.5.10	RYG Classification Criteria	5-52
5.5.11	RYG Access Request	5-54
5.5.12	Administrative Action Selection	5-54
5.6	RYG Evaluation Criteria	5-55
5.6.1	Introduction	5-55
5.6.2	Record Descriptions	5-55
5.6.2.1	Bulletins	5-55
5.6.2.2	Contract Award Data	5-56
5.6.2.3	Delivery Data	5-56
5.6.2.4	GIDEP Alerts	5-57
5.6.2.5	Material Inspection Records (MIRs)	5-58
5.6.2.6	Product Quality Deficiency Reports (PQDRs)	5-59
5.6.2.7	Surveys (Pre-Award)	5-60
5.6.2.8	Surveys (Product Oriented and Special)	5-61
5.6.2.9	Test Reports	5-61
5.6.3	Combined Quality Classifications	5-62
5.6.4	PQA Personnel	5-63
5.6.5	NAVSEALOGCENDET Portsmouth	5-64
5.7	RYG Application	5-65
5.7.1	Accessing the RYG Main Menu	5-66
5.7.2	Welcome Screen	5-66
5.7.3	Change Password	5-66
5.7.4	Simplified Acquisition Threshold	5-66
5.7.5	Above Simplified Acquisition Threshold	5-67
5.7.6	Awards	5-67
Chapter		Page
5.7.7	Reports	5-67

	5.7.7.1	Classifications by Cage Code Report	5-67
	5.7.7.2	Classifications by FSC Report	5-68
	5.7.7.3	Classifications by Contractor Name Report	5-68
	5.7.7.4	Detailed Classification Report	5-68
	5.7.7.5	Debarred Contractors Report	5-68
	5.7.7.6	RYG Review File Report	5-68
	5.7.8	RYG Help	5-69
6		Critical Supplier Program	6-70
	6.1	Purpose	6-70
	6.2	Applicability	6-70
	6.3	Definitions	6-70
	6.4	Participants	6-70
	6.5	Procedures	6-70
	6.6	Audit Responsibilities	6-70
	6.7	Reporting Audit Results and Follow-up Actions	6-71
	6.8	Report Retrieval	6-72
	6.9	Retention of Critical Supplier Process Audit Information	6-72

FIGURES:			Page
Figure	1-1	PDREP Program Structure	1-2
	1-2	PDREP Flow Diagram	1-3
	1-3	User Request Form	1-5
	2-1	PQDR Process Flow	2-14
	2-2	Standard Form 368 [PQDR]	2-15
	5-1	RYG Process	5-46
	5-2	RYG Flow Chart	5-48

ADDENDUM A

CHAPTER 1 - PROGRAM INTRODUCTION

1.1 PROGRAM DESCRIPTION. The Product Data Reporting and Evaluation Program (PDREP), implemented by SECNAVINST 4855.3 (series), is an automated system for obtaining product deficiency and quality information on material provided to the Navy. PDREP provides Internet access to many different types of reports available to Navy users. This data is used to provide contracting and product quality assurance personnel with past performance information so that contractors' performance history is identified prior to source selection. This data also provides data to program managers and other interested personnel, and proactively identifies trends and reduces component failures. As such, PDREP is an effective tool in improving the quality of material delivered to the Navy.

1.2 PROGRAM OBJECTIVES. The goal of PDREP is to improve component quality and system readiness through the review of contractor's Quality and Past Performance Data, and to apply that data in the source selection process. PDREP provides a standardized database for quality information on new and newly reworked equipment to improve quality and reduce defects. The following objectives have been adopted to obtain this goal:

a. To provide Quality and Past Performance history on commodities provided to the Navy. This information is used to determine specific actions necessary to assure product quality before and after contract award. The PDREP:

(1) Provides data utilized by the Navy's Red/Yellow/Green (RYG) Program. RYG is a subset of the PDREP application, and provides contractor quality and delivery classifications, by commodity supplied, that are used in the source selection process.

(2) Provides data utilized by the Navy Contractor Evaluation System (CES). CES is a subset of PDREP and provides historical quality and past performance history to assure that contracts are not awarded to contractors with a previous history of providing products of an unsatisfactory quality, and to determine actions necessary before and after contract awards to assure product quality.

b. Develop synergy between Navy, Marine Corps and other DoD databases to share quality and past performance data across product lines.

c. Produce reports to meet the customer's need. These reports can assist program managers, product quality assurance, and other technical personnel in taking appropriate action to preclude recurrence of problems and to take remedial actions resulting in savings or cost avoidance and improvement in Fleet readiness.

1.3 PROGRAM INITIATIVES. The PDREP program evaluates and incorporates data sources that provide meaningful information on the performance of Navy contractors. The current initiatives for use in PDREP are as follows:

a. Prime Contractor partnerships. Navy Prime Contractors and PDREP share past performance data on subcontractors.

b. DLA Pre-Award survey system data.

c. Streamline Alternative Logistic Transmission Systems (SALTS) for transmission of data.

- d. Shipboard 3M data.
- e. Supplier Audit Program (SAP) - Standardizes audit plans used to evaluate contractor's processes and reduce redundant audits at contractor facilities.

1.4 MANAGEMENT ORGANIZATION. Figure 1-1 shows the management structure for the PDREP program.

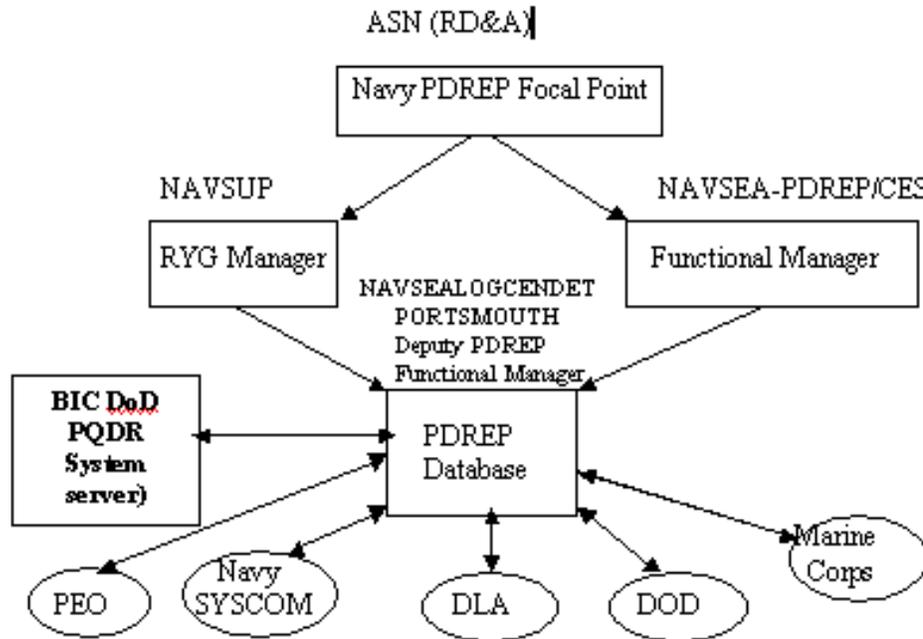


FIG. 1-1 PDREP Program Structure

1.4.1 The Assistant Secretary of the Navy for Research, Development and Acquisition (ASN (RD&A)). ASN (RD&A) is the designated SECNAV PDREP program authority.

1.4.2 NAVSEA 04. NAVSEA 04L is the PDREP functional manager.

1.4.3 Navy Supply System Command (NAVSUP). NAVSUP serves as the Red/Yellow/Green (RYG) Program Manager. As the RYG program manager, NAVSUP will provide requirements for program implementation and use. This includes issuing program policy, procedures, training, and guidelines.

1.4.4 Naval Sea Logistics Center Detachment Portsmouth (NAVSEALOGCENDET Portsmouth). NAVSEALOGCENDET Portsmouth maintains the Navy PDREP database and makes past performance and quality information available to Program Executive Officers, contracting officials, and other cognizant technical personnel. As the designated program administrator NAVSEALOGCENDET Portsmouth will:

- a. Provide guidance and training upon request by Navy and Marine activities to assure necessary program standardization and effective implementation.
- b. Prepare, maintain and distribute this document and provide guidance for its utilization.

c. Act as the NAVSEA representative to assure overall coordination of the program with other Naval and Marine Corps Systems Commands.

d. Support the PDREP Functional Manager in implementing PDREP defined in SECNAVINST 4855.3 (series). Reports on identified metrics that measure PDREP performance and identify trends and quality problem areas requiring special attention.

1.5 SYSCOM AND PROGRAM EXECUTIVE OFFICER REQUIREMENTS. (See SECNAV Instruction 4855.3 (series) for detailed requirements). Figure 1-2 shows a flow diagram for PDREP.

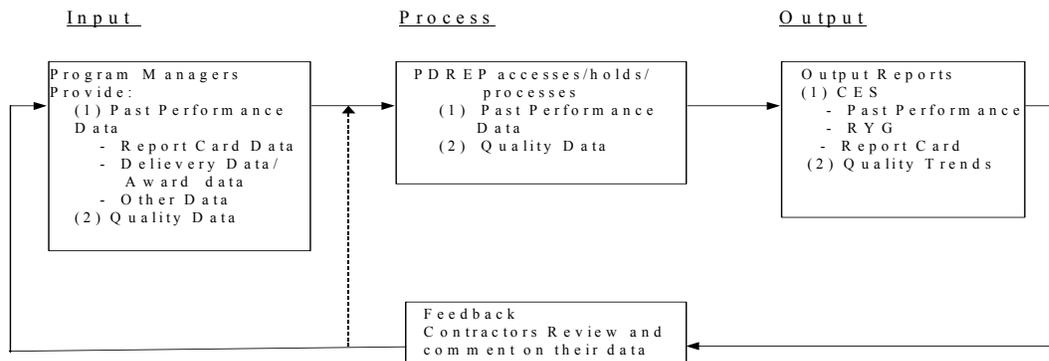


Fig 1-2 PDREP Flow Diagram

1.5.1 Naval System Commands (SYSCOMS) - NAVAIR, NAVSEA, NAVSUP, SPAWAR, NAVFAC and MARCOR. Commanders of the Naval SYSCOMS and Marine Corps Systems Commands are required to ensure that their PDREP instructions are in accordance with SECNAV Instruction 4855.3 (series), and to appoint a SYSCOM PDREP Coordinator and identify the Coordinator annually to ASN (RD&A).

1.5.2 Program Executive Officers (PEOs) and Direct Reporting Program Managers (DRPMs). PEOs and DRPMs will process past performance information, including Product Quality Deficiency Reports (PQDRs), and provide to the PDREP functional manager a list of contact points for Screening Points and Action Points.

1.5.3 Fleet Support Team (FST). NAVAIR will designate a NAVAIR PDREP Coordinator, and will designate a cognizant FST to serve as Action Point when required.

1.5.4 In-Service Engineering Activity (ISEA). NAVSEA will designate NAVSEA PDREP Coordinators, at each ISEA, to serve as Action Point when required.

1.6 PDREP INTERFACE--ACCESS TO THE SYSTEM

1.6.1 General. The PDREP database is presently hosted on a Sun 5000 Ultra Enterprise database server with a Sun Solaris 2.5.1 operating system located at the Naval Sea Logistic Center Detachment Atlantic in Indian Head, MD.

1.6.2 Customer Set-Up. The minimum requirements currently needed in order to run the PDREP application are a standard desktop PC with a MS Windows OS and either Netscape or Internet Explorer Version 4.0 or higher with the 125 bit secure socket layer (SSL) capabilities. In addition, a valid PDREP user id and password are needed to execute the PDREP applications.

1.6.3 Database Availability Schedule. In the interest of maximizing the availability of the PDREP database to all users, the following timetable has been established:

- a. EASTERN TIME 0500 - 2300 PRIME TIME DEDICATED TO USERS
- b. EASTERN TIME 2300 - 0500 DATA SYSTEM BACKUP

When major planned database maintenance functions must be performed during PRIME TIME, at least 48 hours notice will be given. The only exception is emergency maintenance.

1.6.4 Record Retention. All PDREP records are accessible to authorized users for a period of ten years. These can be viewed or downloaded through standard and ad-hoc reports. Records older than ten years are archived and are retrievable by request to NAVSEALOGCENDET Portsmouth. This utility within PDREP meets or exceeds the record retention requirements of SECNAVINST 5212.5 (series), Navy and Marine Corps Records Disposition Manual, for all quality assurance type records.

1.6.5 Requesting A User Id. Access to the PDREP database is limited to those with a need to know. There is no classified data on the database, but the data should be used with discretion and is considered "Business Sensitive". A potential user may request authorization for PDREP by accessing the NAVSEALOGCENDET Portsmouth website at www.nslcptsmh.navsea.navy.mil. The following data should be provided:

- a. Name, address, code, and phone number of potential user(s)
- b. Name and phone number of the Terminal Security Officer (TSO)
- c. Name and phone number of the ADP Security Officer (ADPSO)

A sample PDREP access request form follows and may be photocopied and submitted to NAVSEALOGCENDET Portsmouth. Once the request has been received and access established, a confirmation e-mail is then forwarded to the user.

USER ACCESS REQUEST FORM

The following information is required for access to systems maintained at NAVSEALOGCENDET Portsmouth, Portsmouth, NH.

*** Fax completed forms to 603-431-9464 ***

FOR NAVSEALOGCENDET Portsmouth USE ONLY

Forms may also be mailed to:

Naval Sea Logistics Center Detachment Portsmouth
80 Daniel Street, Suite 400, Portsmouth NH 03801 - 3884
Attention: NSLC 0514

Section A

User Information (To be completed by the user requesting access)

Enter the type of User Access Request <input type="checkbox"/> NEW <input type="checkbox"/> UPDATE <input type="checkbox"/> DELETE <input type="checkbox"/> RENEW		Date: <input style="width: 100px;" type="text"/>
Personal Information		
Last Name: <input style="width: 150px;" type="text"/>	First: <input style="width: 150px;" type="text"/>	MI: <input style="width: 50px;" type="text"/>
Office Code: <input style="width: 100px;" type="text"/>	DODAAC / CAGE: <input style="width: 150px;" type="text"/>	
Activity Head Title: <input type="checkbox"/> Commanding Officer <input type="checkbox"/> Commander (Other Title: <input style="width: 100px;" type="text"/>)		
Activity/Company Name: <input style="width: 250px;" type="text"/>		
Office Address: <input style="width: 300px;" type="text"/>		
City: <input style="width: 100px;" type="text"/>	State: <input style="width: 50px;" type="text"/>	Zip Code: <input style="width: 100px;" type="text"/>
Phone Number: Comm: <input style="width: 100px;" type="text"/>	Ext: <input style="width: 50px;" type="text"/>	DSN: <input style="width: 100px;" type="text"/> Fax: <input style="width: 100px;" type="text"/>
E-Mail Address: <input style="width: 250px;" type="text"/>		
Application(s) you are requesting access to:		
<input type="checkbox"/> PDREP - (Product Data Reporting and Evaluation Program). This gives you access to report and search functions. Check the block(s) below for specific access to PDREP applications.		
<input type="checkbox"/> PQDR - (Product Quality Deficiency Report) Application - Please check the block(s) that depict the type of work you do in the PQDR process:		
<input type="checkbox"/> Originate PQDRs <input type="checkbox"/> Screening Point <input type="checkbox"/> Action Point <input type="checkbox"/> Support Point (DCMA ONLY)		
<input type="checkbox"/> SDR (Supply Discrepancy Report) Application - Please check the block(s) that depict the type of work you do in the SDR process:		
<input type="checkbox"/> SF 364 Originator <input type="checkbox"/> Action Point		
<input type="checkbox"/> RYG (Red/Yellow/Green Program)		
<input type="checkbox"/> L1/SS (Level I/Sub-Safe Verification Program)		
<input type="checkbox"/> SAP (Supplier Audit Program)		

Section B

User Agreement (To be Agreed to and signed by the user requesting access)

As a user of NAVSEALOGCENDET PTSMH maintained systems, I agree to comply with the terms/ restrictions as listed below:

1. When given a password, I will refrain from disclosing it.
2. I will not access the system under a false name or password.
3. I will not circumvent the security features designed into the system.
4. I will not attempt to access files for which I do not have access privileges.
5. I will treat all information examined or extracted as "business sensitive" or "company confidential " (Level II) data pertaining to the companies whose data is in the system.
6. I will not enter, retrieve, or process classified information.

CHAPTER 2 - PRODUCT QUALITY DEFICIENCY REPORTING

2.1 PURPOSE. This chapter establishes standardized procedures for implementing a Navy and Marine-wide Product Quality Deficiency Reporting program and implements Federal Acquisition Requirements as required by 41 C.F.R. 101. It reflects the latest changes in the joint service regulations and describes reporting requirements for deficiencies in material, design and procurement specifications in Navy and DLA procured, managed, reworked, certified, or furnished material. It assigns basic responsibilities, identifies mandatory reporting requirements, specifies form, format and provides detailed instructions for completing and processing the requisite SF-368, Product Quality Deficiency Report (PQDR) (form, message, facsimile, e-mail or Streamline Alternative Logistic Transmission Systems (SALTS)) and web applications.

2.2 BACKGROUND. SECNAVINST 4855.3 (series) establishes the Navy's Product Data Reporting and Evaluation Program (PDREP) which is designed to decrease material ownership costs, measure the effectiveness of the reporting system, initiate corrective action and evaluate contractor performance. The PQDR program is an integral part of PDREP and is designed to document and report unsatisfactory material, initiate corrective action to fix or replace deficient item, grant credit or compensation for item, and take preventive actions to preclude recurrence. The PQDR program also readily identifies recurring deficiency trends, identifies problems that may require deficient material purging actions, and permits activities to exchange product quality deficiency information.

2.3 SCOPE.

2.3.1 The PQDR program applies to all naval activities. It is designed to be used for identifying and reporting deficiencies on contractor furnished material or services, government furnished/owned material, design specifications, and procurement documents that are the source of defective products being delivered to the Navy.

2.3.2 The provisions of the PQDR program apply to (but are not limited to) the following:

- a. New material procured or provided by a private contractor via a government contract or purchase order (including locally procured material and purchase card program procurements).
- b. Material manufactured, repaired, refurbished, overhauled or certified by a government activity and provided to a naval activity (including locally procured material).
- c. Material that has been repaired, refurbished or overhauled by a private contractor on a government contract or purchase order and provided to a naval user.
- d. Technical data which is provided or procured (including technical manuals and vendor provided material certifications) and found defective during receipt inspection, usage, maintenance, overhaul, or support of applicable equipment.
- e. New or refurbished material purchases made by other than the Integrated Material Manager, such as local purchases, Purchase Card Program, and purchases made by the Acquisition Program Manager.

f. Material/products that fail prematurely.

g. Material/products in use that do not fulfill their expected purpose, operation or service due to deficiencies in design, specification, materiel, software manufacturing and workmanship.

h. Defective Reactor Plant material obtained through the Supply System in accordance with NAVSEAINST 9210.38A.

i. Naval Reactor Plant Repair Parts and material, per SPCCINST 4440.376 (series) M.

j. Purchases made with a government-wide commercial purchase card.

2.3.3 The provisions of the PQDR program *do not* apply to the following:

a. Shipping and packaging discrepancies attributable to the responsibility of the shipper (including contractors/manufacturers or contractors) that will be reported via the Supply Discrepancy Report (SDR), SF-364. Receiving activities shall report incorrect material substitutions, material shortages or overages and material packaging discrepancies on the SDR per SECNAVINST 4355.18 (series) A.

b. Reporting of transportation discrepancies in shipment that will be reported on DD Form 361 per NAVSUPINST 4610.33 (NOTAL).

c. Any unsatisfactory material conditions involving local base or station deliveries, locally purchased material that does not support ship systems and is for local use only (e.g., office supplies) will be reported per local directives.

d. Any unsatisfactory material condition which is attributable to improper use or maintenance, or to normal use and failure within reasonable range of the life expectancy cycle of the item outside of the new or newly reworked time-frame and warranty period.

e. Unsatisfactory material conditions detected during First Article, pre-production or research and developmental test and evaluation.

f. Technical publication deficiencies such as printing, grammatical errors, omissions, problems concerning microfilm, Maintenance Requirement Cards, Work Unit Code (WUC) manuals, or Maintenance Instruction Manuals. This exclusion does not apply when technical publications are furnished by a contractor as a contracted line item for acceptance and use (preliminary reviews are excluded).

g. Reporting of deficiencies in Foreign Military Sales (FMS), Supply Support Arrangements and Grant Aid under the International Logistics Program after conveyance of title will be reported on SDR SF-364 per SECNAVINST 4355.18A (NOTAL).

h. Subsistence material deficiencies which are reported on DD Form 1608, Unsatisfactory Material Report (Subsistence) will be reported per NAVSUPINST 4355.2 (NOTAL).

i. Medical material deficiencies which are reported on SF-380, Unsatisfactory Material Report (Medical) will be reported per BUMEDINST 6710.63 (NOTAL).

j. Malfunctions (explosive incidents or accidents) involving ammunition and explosives which do not relate to material quality deficiencies. These will be reported per NAVSEAINST 8025.1 (NOTAL), AR 75-1 (NOTAL), OPNAVINST 4790.2 (NOTAL) and OPNAVINST 5102.1 (NOTAL). Product quality deficiencies, which could result in an explosive incident or accident, may require dual reporting.

k. Nuclear weapons and directives concerning nuclear weapons. Reports concerning this class of material shall continue to be submitted per SWOP 5-8 and OPNAVINST 3100.6 (Special Incident Reporting Procedures).

l. Any unsatisfactory material condition involving Government Furnished Material (GFM) for installation in nuclear reactor plants (and related technical data). Any NSN 2S cognizant material with X1 Special Material Identification Code (SMIC) which is reportable in accordance with the latest revision of NAVSEAINST 9210.15 (NAVSHIPS-Controlled S-Cognizance Reactor Plant Components; Procedures for Stocking, Issuing, and Returning for Repair -- Promulgation of).

m. Materials procured by the U.S. Marine Corps and found to be defective shall be reported in accordance with MCO 4855.10 () TM-4700-15/1.

2.4 PQDR PROGRAM ACTIVITY RESPONSIBILITIES

2.4.1 Report Originators. Prepare and forward PQDR information to their designated PQDR Originating Point on each Post, Camp, Station, Base, Ship, or Activity identifying defective material. If no designated PQDR Originating Point has been identified, the Originator shall perform the Originating Point's function.

2.4.2 Originating Point.

2.4.2.1 The Originating Point is the activity finding the product quality deficiency and reporting it. Each activity will identify a PQDR program Point of Contact (POC) and will coordinate all activities associated with the PQDR process. The activity will assure that:

a. PQDR core elements specified in Para 2.5.2 (and any other optional data that is readily available) is reported to the Screening Point within five workdays from discovery. If Originator knows that the discrepancy is Category I (see Para 2.7 definition), then it must be processed to screening point within one day. (Use Para 2.6 for determining the correct distribution point.)

b. If material is not urgently needed to support schedule, then suspend it from issue and hold for exhibit for a minimum of 60 workdays if feasible (unless otherwise directed by the Action Point) after the report is submitted to the Screening Point. The Action Point will request exhibit if needed and will provide material disposition action.

c. If the material is needed to support schedule and it can be repaired or accepted for use, then PQDR core element information shall be provided. If item is repaired, the repair actions taken should be specified in block 22.

d. When the defective material is repaired due to urgent need, all label plate information, identification markings, contract numbers, etc., shall be entered on the SF-368 to assist in identifying any material warranties that apply.

2.4.2.2 The originating point shall attach a DD Form 2332, Product Quality Deficiency Report Exhibit Tag, to the item being shipped for analysis and investigation. A copy of the PQDR and any other additional data that validates the reported deficiency should also be included with the exhibit. The outside of the package shall be clearly marked on one side "PQDR EXHIBIT/Report Control Number" or Investigation Control Number, if applicable and as directed by the Action Point. If known and when applicable, mark the exhibit "Warranty Item". Mark two other sides of the outside of the package in bold letters "PQDR Exhibit".

2.4.2.3 The Originating Point should receive a copy of completed PQDRs from the Action Point.

2.4.3 Screening Point.

2.4.3.1 The Screening Point is responsible for determining the Action Point, establishing distribution, and transmitting the PQDR to the Action Point.

2.4.3.2 The Screening Point shall:

a. Review the PQDR for proper categorization, and completeness of core elements. Add any known information that might help the action point investigate deficiency and complete PQDR blocks 2b, 2c and 24a.

b. Forward Category II PQDRs to the appropriate Action Point within five workdays. Category I PQDRs must be forwarded within one day after receipt of report.

c. Forward results of Action Point investigation to the NAVSEALOGCENDET Portsmouth.

d. Accepts or rejects the Action Point Investigation.

e. Responsible for final PQDR closure. The Screening Point will review the results of the PQDR investigations and close the PQDR when a satisfactory reply has been received. The Screening Point will notify the Originating Point of the PQDR closing action.

2.4.4 Action Point.

2.4.4.1 The Action Point is responsible for investigating deficiencies to determine deficiency cause responsibility (e.g., material quality, design or procurement specification problem and government or contractor liability, warranty applicability, and if corrective/preventive action is required). If a subsequent investigation determines a change in deficiency cause responsibility, the Action Point shall notify the Screening Point, the Originator and the PQDR SYSCOM Coordinator to correct existing data, as applicable. Action Points are authorized to transmit a deficiency report across component lines to a Support Point in accordance with SECNAVINST 4855.5.

2.4.4.2 The Action Point shall:

- a. Gather information needed to complete core element PQDR blocks and verify assigned category prior to release to Support Point.
- b. Evaluate reported deficiency and provide disposition instructions for the deficient product.
- c. Determine if a contract warranty applies and initiate any additional special actions that are required.
- d. For Category II PQDRs determine the need for corrective/preventive action investigation by a Support Point (e.g., Contract Administration Office (CAO), Engineering Support Activity, In-Service Engineering Activity, Fleet Support Team and/or Procurement Contracting Officer). It should be noted that if Government Source Inspection (GSI) was not invoked, then the PQDR and cover letter will be sent directly to the manufacturer or supplier. The cover letter to the Support Point or contractor will request technical advice on what corrective/preventive actions are required to resolve the reported deficiency. A root causes failure analysis and investigation is required for all Category I PQDRs.
- e. For Category II PQDRs evaluate if the exhibit is essential for the investigation. If the exhibit is required, it must be requested from the Originating Point within ten workdays. Category I PQDR exhibits will be requested within five workdays.
- f. Determine if the same deficiency is currently under investigation or has been resolved because of a previous report. In such instances a new investigation need not normally be initiated. A copy of the additional PQDR may be forwarded to the responsible Support Point or contractor as appropriate for information purposes.
- g. Determine if the report meets the criteria of a "repeat deficiency" as defined in Paragraph 2.7 of this document. If the deficiency is a "repeat" it will be noted within the narrative and the failure of the effectiveness of earlier preventive action will be referenced by date and control number.
- h. For Category I and II PQDRs establish a follow-up system to assure PQDRs are answered in a timely manner. For Category II PQDRs the first follow-up action will be taken if a PQDR response is not received within 45 calendar days. Initiate a second follow-up action if no reply is received within 30 calendar days after the first follow-up. Category I PQDR follow-up action will be taken if a response is not received within 30 calendar days. Thirty days after the second follow-up for Category II and the first follow-up for Category I, the PQDRs may be closed as non-responsive unless needed for material disposition.
- i. Evaluate the PQDR corrective and preventive action provided by Support Point. Support Point replies should include actions taken to correct deficiency, identification of underlying cause and actions taken to correct the root cause.
- j. For Category II PQDRs send a copy of closed PQDR replies to the Originating Point and Screening Point within 180 calendar days of receipt. Category I PQDR replies shall be sent within 90 calendar days.

k. Determine need and take action to send alert notifications or field bulletins when appropriate.

2.4.4.3 If the Action Point determines that a formal PQDR investigation is not required for either corrective or preventive action, then it may close the PQDR as “INFORMATION ONLY” by stating what action the Action Point is taking.

2.4.4.4 When the Action Point determines that multiple minor deficiencies indicate an adverse quality trend requiring preventive action, they will send the PQDR for “ACTION” to the responsible Support Point activity. Activities having data indicating adverse quality trends can request the Action Point to investigate and take appropriate action. The Action Point should provide periodic feedback reports to originating points indicating successful actions that have been taken to eliminate recurring deficiency trends.

2.4.5 Support Point.

2.4.5.1 The Support Point is an activity that is tasked by the Action Point to conduct an investigation and provide the results of actions taken to correct and prevent the recurrence of a reported product deficiency.

2.4.5.2 The Support Point, when requested, shall:

a. Conduct an investigation to determine the root cause(s) of the reported deficiency and the corrective actions necessary. The report of investigation will address actions taken by Government activity and/or contractor to identify and correct root cause(s) of the reported deficiency to prevent recurrence, when appropriate. If problem is with contractor provided material, will the contractor accept deficiency responsibility and provide material repair, or replacement.

b. Investigate all PQDR reports regardless of whether the contract status is open or closed. Provide an interim or final reply to the requesting Action Point within 30 workdays. Category I PQDRs require a response within 15 workdays. Provide a projected final reply date in any interim response.

c. If the exhibit is essential for the investigation and it has not been provided, request it from the Originator and notify the Action Point as soon as the need is known.

2.4.6 PDREP Functional Manager and SYSCOM PQDR Coordinator.

2.4.6.1 The PDREP Functional Manager shall provide oversight for the PQDR process. For Category I and II PQDRs, the PDREP Functional Manger shall work with the SYSCOM PQDR coordinators, screening, action and support points, as necessary to ensure that the PQDRs are processed in a reasonable manner. In addition, when Category II PQDRs exceed the PQDR closure time requirement, the PDREP Functional Manager shall review trend data, and notify the SYSCOM PQDR coordinator. The SYSCOM PQDR coordinator will notify the Screening and Action Points to take remedial action and to advise the PDREP Functional Manager of the status of the PQDR investigations.

2.4.6.2 Closing Policy. It is policy to close PQDRs, on new and newly reworked equipment, when the Program Manager (PM)/In-Service Engineering Agent (ISEA)/Fleet Support Team (FST):

a. Completes a detailed analysis of the problem (Category I or Category II) and provides preventive action to prevent recurrence.

- b. States that the part failure rate does not warrant further investigation at this time.
- c. Considers the deficiency minor in nature and has no impact on end-use performance.

2.4.6.3 Administrative Closure.

a. The SYSCOM PQDR Coordinator may administratively close a PQDR when the PQDR is Category II; the PQDR has exceeded the closure time requirement; and the Category II PQDR meets the following conditions:

- (1) Less than three occurrences of the same part number within the last three years.
- (2) No unexpected failure modes. An unexpected failure mode includes such events that call into question that the component does not meet the basic design specification, or that the manufacturing process was flawed. Examples include: (a) a fastener that breaks, even though proper torque was applied, (b) a component cannot be used, because it does not meet basic dimensional requirements.
- (3) No safety issue.
- (4) No PQDR investigations are contemplated or planned by the PM/ISEA/FST.

b. The SYSCOM PQDR Coordinator shall advise the PM/ISEA/FST prior to administratively closing a PQDR. In addition, the Originator, the Screening Point, Action Point, and NAVSEALOGCENDET Portsmouth shall be notified so that their respective records can be updated.

2.4.6.4 The PM/ISEA/FST may re-open any previously closed PQDR at any time.

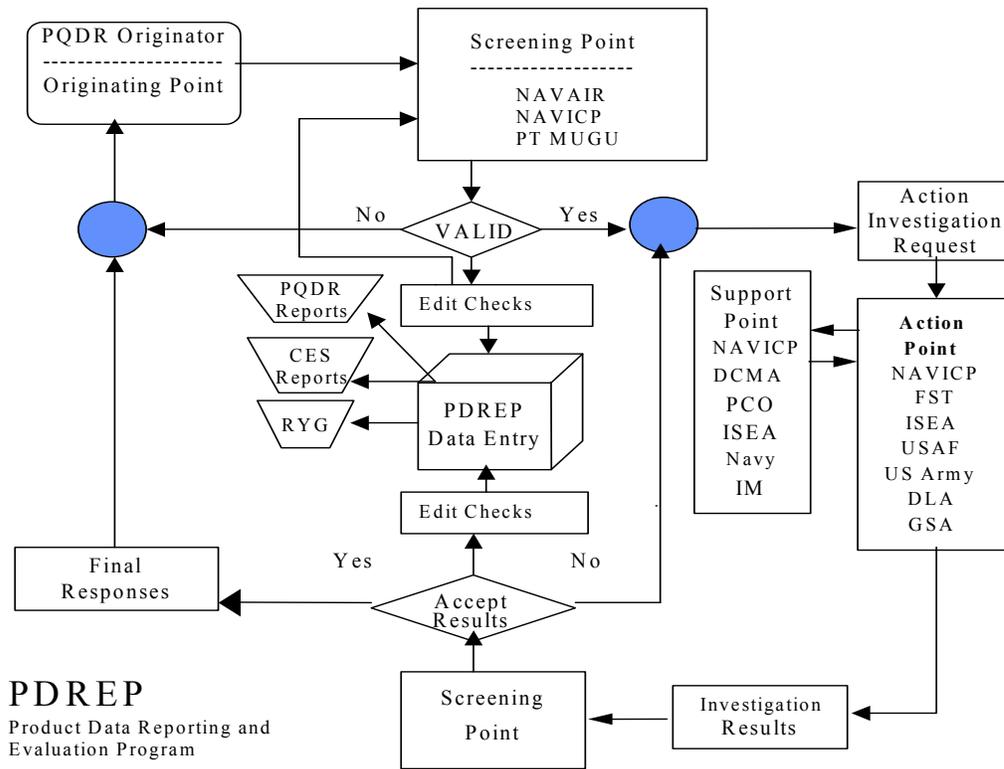


FIG. 2-1 PQDR Process Flow

2.5 PREPARATION OF PQDR

2.5.1 The following directions are provided to assist personnel in the preparation of a PQDR (see Figure 2-2). The Originator should make an attempt to complete every core element block and provide any other readily available information. If the information requested cannot be determined, indicate the information is unknown by entering "UNK" in the appropriate block. Action Points are tasked to try to add information whenever possible (i.e., convert Part Number to National Stock Number (NSN), determine Contractor and Government Entity (CAGE) code from contract number, etc.).

PRODUCT QUALITY DEFICIENCY REPORT				<input type="checkbox"/> CATEGORY I		<input type="checkbox"/> CATEGORY II	
1a. FROM (Originator)				2a. TO (Screening point)			
1b. NAME, TELEPHONE NO. AND SIGNATURE		1c. DATE		2b. NAME, TELEPHONE NO. AND SIGNATURE		2c. DATE	
3. REPORT CONTROL NO.		4. DATE DEFICIENCY DISCOVERED		5. NATIONAL STOCK NO. (NSN)		6. NOMENCLATURE	
7a. MANUFACTURER/CITY/STATE		7b. MFRS. CODE		7c. SHIPPER/CITY/STATE		7d. MFRS. PART NO.	
9. SERIAL/LOT/BATCH NO.		10a. CONTRACT NO.		10b. PURCHASE ORDER NO.		10c. REQUISITION NO.	
11. ITEM <input type="checkbox"/> NEW <input type="checkbox"/> REPAIRED/OVERHAUL'D		12. DATE RECD., MFRD., REPAIRED, OR OVERHAUL'D		13. OPERATING TIME AT FAILURE		14. GOVERNMENT FURNISHED MATERIAL <input type="checkbox"/> YES <input type="checkbox"/> NO	
15. QUANTITY		a. RECEIVED		b. INSPECTED		c. DEFICIENT	
16. DEFICIENT ITEM WORKS WITH		11. TYPE/MODEL/SERIES				12. SERIAL NO.	
		11. NATIONAL STOCK NO. (NSN)		12. NOMENCLATURE		13. PART NO.	
17. UNIT COST		18. ESTIMATED REPAIR COST		19a. ITEM UNDER WARRANTY <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN		20b. EXPIRATION DATE	
20. WORK UNIT CODE, ETC. (Navy and Air Force Only.)							
21. ACTION/DISPOSITION <input type="checkbox"/> HOLDING EXHIBIT FOR _____ DAYS <input type="checkbox"/> RELEASED FOR INVESTIGATION <input type="checkbox"/> RETURNED TO STOCK <input type="checkbox"/> DISPOSED OF <input type="checkbox"/> REPAIRED <input type="checkbox"/> OTHER (Explain in item 22)							
22. DETAILS (Describe, to best ability, what is wrong, how and why, circumstances prior to difficulty, description of difficulty, cause, action taken, including disposition, recommendations. Attach copies of supporting documents. Continue on separate sheet if necessary.)							
23. LOCATION OF DEFICIENT MATERIAL							
24a. TO (Action Point)				24b. TO (Support Point) (Use items 26 and 27 if mark this one)			
24b. NAME, TELEPHONE NO. AND SIGNATURE		24c. DATE		25b. NAME, TELEPHONE NO. AND SIGNATURE		25c. DATE	
26a. TO (Support Point)				27a. TO (Support Point)			
26b. NAME, TELEPHONE NO. AND SIGNATURE		26c. DATE		27b. NAME, TELEPHONE NO. AND SIGNATURE		27c. DATE	

365-102
NSN 7540-00-132-9541

STANDARD FORM 368 (REV. 12-85)
GENERAL SERVICES ADMINISTRATION
(FPMR 101-26.8)

FIG. 2-2 SF-368 (PQDR)

28. FINDINGS AND RECOMMENDATIONS OF INVESTIGATION. (Explain in detail. Continue on a separate sheet of paper, if necessary.)

29. ACTION TAKEN

30. RESULTS OF DEPOT SURVEILLANCE

INSTRUCTIONS

- 1a. FROM (Originator) - Complete name of activity (no acronyms when sending deficiency report across component lines), activity address code (ACC), address including zip code of the activity originating the report.
- 1b. NAME, TELEPHONE NO., AND SIGNATURE - Provide name, telephone no., (include all available telephone numbers; FTS; Autavan, and commercial) and signature of an individual who can serve as a contact for questions regarding the report and/or to request exhibits or samples.
- 1c. DATE - Enter date report was signed and forwarded to the screening or action point.
- 2a. TO (Screening Point) - The originating point will complete name of the screening point activity (no acronyms when deficiency report will be sent across component lines), the activity address code (AAC), address including zip code of the screening point where the report needs to be sent by the originator's activity. For those activities that do not have screening points, leave blank.
- 2c. DATE - Enter the date the person finished processing the report at the screening point.
3. REPORT CONTROL NUMBER - Number assigned to report when a numbering system is used. Those activities which are reporting quality deficiencies across component lines and are to comply with the DLA Regulation 4155.24 should reference the report control number as prescribed in the regulation.
- 7a. MANUFACTURER/CITY/STATE - Name of the manufacturer, the maintenance contractor, or Government activity which last repaired or overhauled the deficient item. For motor vehicles or components thereof, enter name of manufacturer of the vehicle or component, as appropriate.
- 7b. MANUFACTURER'S CODE - Code of the manufacturer as listed in Cataloging Handbook H4.1 (Name to code), Federal Supply Code for Manufacturers (United States and Canada).
- 7c. SHIPPER/CITY/STATE - When the shipper of an item is different from the manufacturer, also include the shipper's or supplier's name.
9. SERIAL/LOT/BATCH NO. - Manufacturer's serial, lot or batch number of deficient item as applicable.
10. CONTRACT; PURCHASE ORDER; REQUISITION; GOVERNMENT BILL OF LADING (GBL) NO. - Enter these numbers or any other available transportation document number in lieu of the GBL. Such numbers appear on the container, purchase document and/or the item. It is extremely helpful if these items are furnished when the material was supplied by GSA.
11. ITEM - Check the appropriate block; provide the date manufactured and received in block 12, if available.
13. OPERATING TIME AT FAILURE - Time item had been in operation since new, overhauled, or repaired when the deficiency was discovered, citing the appropriate performance element (miles, cycles, hours, etc.).
- 15c. QUANTITY DEFICIENT - Enter the quantity found deficient of those inspected.
- 15d. QUANTITY IN STOCK - Enter the quantity of material from the same manufacturer remaining in stock.
17. UNIT COST - Dollar value of the deficient item when known. Not applicable on reporting vehicles to GSA.
18. ESTIMATED REPAIR COST - Unit cost times number of units for replacement or estimated repair costs (including overhead) times number of units for correcting all the deficient items reported when it can readily be determined. Not applicable on reporting vehicles to GSA.
19. ITEM UNDER WARRANTY - Check if item is known to be covered by contractor warranty. If yes, provide expiration date.
21. ACTION/DISPOSITION - A check in the appropriate block to indicate the action taken or requested. When an exhibit or sample is being held, indicate the number of days in the space provided. (An exhibit or sample shall be held for a minimum of 30 calendar days from date the report is transmitted to the action point. Reporting activities are reminded that the packaging, packing and shipping containers are to be held along with the exhibits to facilitate investigation.) When none of the items indicate the actions or disposition taken or requested, check "Other" and identify the nature of the action taken or requested in item 22.
23. LOCATION OF DEFICIENT MATERIAL - Address and location of deficient material.
- 24a. TO (Action Point) - Name, in the clear address, including zip code of the action point to which the report is being submitted.
- 24c. DATE - Enter the date the report was forwarded to an action point or the date the findings and recommendations were completed.
28. FINDINGS AND RECOMMENDATIONS OF INVESTIGATION - Include the findings and recommendations for resolution of complaint.
29. ACTION TAKEN - State the action taken to resolve the complaint.
30. RESULTS OF DEPOT SURVEILLANCE - Show results of depot surveillance and planned action (i.e., replacement or repair by contractor, etc. possi, issue, etc.)

STANDARD FORM 368 BACK (REV. 10-85)

FIG. 2-2 SF-368 (PQDR)

Block 1. **(Core element)** From: (Originating Point). Enter the address of the originating activity in Item 1a and the name/duty phone/signature (signature not required for electronic transmission) of an individual who can serve as a contact for questions regarding the report and/or to request an exhibit/sample in block 1b. (Include commercial and DSN phone numbers. Block 1c is the date of PQDR issue.)

Block 2. **(Core element)** To: (Screening Point). Enter in block 2a the activity and address of the Screening Point (see Para 2.6) to which the report is being submitted. The screening point will fill out blocks 2b and 2c.

Block 3. **(Core element)** Report Control Number. Twelve position Report Control Number (RCN) includes the six-position alphanumeric DODAAC followed by a 2 position calendar year and a sequential four-position numeric serial number. Each RCN must be unique to ensure that the originating activity maintains a serial log of sequential PQDR numbers.

Block 4. **(Core element)** Date Deficiency Discovered. Enter date the deficiency was discovered.

Block 5. **(Core element)** National Stock Number. Enter the National Stock Number (NSN) of the deficient material. In the absence of a NSN, enter the appropriate FSC class if known. FSC classes may be obtained from the DoD Handbook or MILSTRIP/MILSTRAP desk guide.

Block 6. **(Core element)** Nomenclature. Enter the nomenclature of the material found to be deficient.

Block 7a. **(Important element, if known)** Manufacturer/City/State. Enter the name of the Prime Contractor, manufacturer of the item, or the maintenance contractor or Government activity that last overhauled the deficient material and city and state where manufacturer/overhaul activity is located, as applicable. Repair or purchased equipment may be accompanied by a logbook, which indicates last overhaul activity. Manufacturer is important because it indicates who was responsible for ensuring the item met Navy specifications.

Block 7b. **(Important element, if known)** Manufacturer's Code. Enter the CAGE code of the Prime Contractor or manufacturer/overhaul activity identified in Block 7a. CAGE codes are usually included in item identification markings as a 5 digit alphanumeric code (NAVAIR PQDRs require the Manufacturer's CAGE Code/Design CAGE Code in addition to the last repair activity/overhaul activity CAGE code for repaired/overhauled material).

Block 7c. Shipper/City/State. When the item was received from an activity other than the manufacturer/overhaul point identified in block 7a, indicate the shipping activity and city and state location (e.g., FISC, Norfolk, VA).

Block 8. Manufacturer's Part Number. Self-explanatory.

Block 9. **(Important element, if known)** Serial/Lot/Batch. If available, enter the serial number, lot number, and/or batch number of the deficient material. Use block 22 if required. Always attempt to identify serial numbers of repairable items. Serial numbers are usually available on item identification markings of the unit.

Block 10a. **(Important element, if known)** Contract Number. Enter the contract number used by the inventory manager (or purchasing activity) to procure the defective item (e.g., DLA900-97-M-0001). For new items, contract number information should be provided on unit identification markings.

Block 10b. Purchase Order Number. Enter purchase order number if applicable.

Block 10c. **(Important element, if known)** Requisition Number. Enter the complete requisition number (including Unit Identification Code (UIC)) under which the reporting activity ordered the defective item.

Block 10d. GBL Number. Enter the Government Bill of Lading (GBL) number that was used to track transport of the material to the originating activity (if known).

NOTE: When multiple contract numbers or requisition numbers are indicated on one report, ensure that a breakdown of defective units by contract number or requisition number is included in block 22.

Block 11. New or Repaired/Overhauled. Check the appropriate block to identify if the material is either new or repaired/overhauled.

Block 12. Date Manufactured, Repaired, Overhauled. For new material, enter date manufactured when known. For Repaired/Overhauled material, enter the most recent repair/overhaul date.

Block 13. Operating Time at Failure. Indicate the length of time material had been in operation since new or overhauled when the deficiency was discovered. Operating time may be measured in hours, miles, cycles, etc. Include the type of measurement unit used (i.e., hours, miles, cycles, etc.) when indicating Operating Time at Failure.

Block 14. Government Furnished Material (GFM). Material in the possession of, or acquired directly by, the government and subsequently delivered to or otherwise made available to a contractor.

Block 15. Quantity. Quantity shall be a count of each individual item - including applicable unit of issue.

Block 15a. Received. Enter the total number of items received in the lot or batch in which the deficiency was found, if known.

Block 15b. Inspected. Enter the number of items inspected.

Block 15c. **(Core element)** Deficient. Enter the number of items that were determined to be deficient as a result of inspection.

Block 15d. In Stock. Enter the total number of serviceable items remaining in stock at the Originating Activity under the reported NSN, if known.

Block 16. Deficient Item Works On/With: (See 16a and 16b below).

Block 16a. **(Important element, if known)** End item. List major weapon system, item or commodity that deficient item is to be used with or on (i.e., SLQ-32 Fire Control Radar, Mk-50 Torpedo, F-18 Aircraft). Indicate type/model/series and serial number for the end item as applicable.

Block 16b. Next Higher Assembly. Enter the NSN, nomenclature, part number, and serial number of the next higher assembly the deficient item works upon, as applicable.

Block 17. Dollar Value. Enter the actual unit price of the material reported as being deficient, if known. If the actual price is not known, enter the standard unit price of the material as listed in the Navy Management Data List (NMDL).

Block 18. Estimated Correction Cost. Enter the estimated cost including overhead for correcting all the deficient material cited in the report.

Block 19. Item Under Warranty. Check one of the blocks to indicate whether the deficient item is covered by a contractual warranty, if known.

Block 19a. **(Important element, if known)** If the "Yes" block is checked then the expiration date of the warranty should be entered.

Block 20. WUC/EIC. Insert the applicable Work Unit Code/ Equipment Identification Code (WUC/EIC) using seven characters when available.

Block 21. **(Core element)** Action/Disposition. Check one of the blocks to indicate the nature of the action taken by the Originating Activity concerning the deficient material. Enter "holding exhibit for 'indefinite' days" unless other blocks apply. If none of the blocks indicate the action/disposition taken, check "Other" and identify the nature of the action taken or requested in block 22. "Return to stock", "Disposed of", and "Repaired" should be used infrequently and only to support operational requirements.

Block 22. **(Core element)** Details. This item provides valuable information concerning the deficiency.

a. Explain what is wrong with the item to the best of the Originator's ability. Explain how the item does not function with relating parts or assemblies. Include specific non-conformances with drawings, specifications, regulations, instructions, or contracts. If an item is dimensionally incorrect, list the actual dimensions as well as the source of correct dimensions (tech manual, drawing number, or comparative measurement of old item).

NOTE: The following types of information should be entered in this block if applicable and available.

b. How deficiency was detected or confirmed (e.g., visual inspection, functional operations, etc.).

c. Include the number of previous known deficiencies concerning these items.

d. Where the deficiency condition was discovered (i.e., receipt inspection, during cyclical inspection, during maintenance, special inspection directed by Inventory Control Point or other authority, etc.).

e. List the supporting documents included with this report. Photographs, sketches, and photocopies are extremely valuable and should be included whenever possible (when photographs or photocopies are taken, a 12-inch or other ruler should be employed as a scale placed alongside the object so as to appear in each photograph). Measurements should also be shown on sketches, when appropriate.

f. Include PQDR Category I or II as defined above (check the appropriate box at the top of the PQDR form). Include narrative justification of category assignment for Category I PQDRs. Explain why you as the Originator feel the reported discrepancy warrants a Category I classification. Screening and Action Points will only act on the facts that you as the Originator provide.

g. Indicate government ownership of the deficient material. The material is considered government owned, if the deficiency was discovered after the government (DCMA or Navy) has accepted the material.

h. Identify actions taken to repair the item and/or if item has been put in use.

i. Enter Material Inspection Record (MIR) serial number.

j. Enter Material Level Code (e.g., SubSafe, Level I, nuclear, and flight safety applications).

Block 23. Location of deficient material. Indicate where an exhibit is located (if an exhibit is being held). Enter the DODAAC of the location if known.

NOTE: Blocks identified below do not apply to the Originating Point.

Block 24a. Name and address of Action Point.

Block 24b. Name, Telephone No., and Signature. Enter the name and telephone number (commercial and DSN) of the person at the Action Point who has primary responsibility for ensuring that the PQDR is resolved. Block 24c indicates the date of the signature in block 24b. If the report is forwarded to a Support Point for investigation, then block 25a will be completed.

Block 25a. Support Point name and address.

Block 25b. Name, Telephone No., and Signature. Enter the name and telephone number (commercial and DSN) of the person at the Support Point who has primary responsibility for ensuring that the Support Point investigation is performed. A signature in block 25b indicates that the Support Point has completed its investigation. Block 25c indicates the date of the signature in block 25b.

NOTE: If investigation by more than one Support Point is required, then blocks 26 and 27 provide additional Support Point address information.

Block 28. Findings and Recommendations of Investigation - Include the findings and recommendations for resolution of the complaint.

Block 29. Action taken. State the action taken to resolve the complaint.

Block 30. Results of Depot Surveillance. If applicable, identify results of depot surveillance and planned actions (i.e., replacement or repair by contractor, disposal, issue of replacement material, etc.).

2.5.2 The Originating Point will identify the severity or impact of the product quality deficiency if known. If Originating Point is not sure of severity or impact of the deficiency, then it should be processed as a Category II PQDR. A Category I PQDR would be initiated under the following conditions: if the discrepant condition was not corrected, would the deficiency cause death or injury or severe occupational injury; loss or major damage to a weapon system; reduce or restrict combat readiness capability or result in production line stoppage? If the answer to any one of these questions is "yes", then prepare a Category I PQDR and transmit expeditiously (e.g., e-mail, FAX or message).

2.5.3 The Screening Point is responsible for final PQDR closure. The Action Point should notify the Screening Point of investigation results.

2.5.4 The PDREP application has a web PQDR, which all points (Originating, Screening, Action, and Support) can use to input/modify/update/change the PQDR as necessary. There is also a batch function that allows activities to electronically transfer PQDRs into the PDREP database.

2.6 PROCESSES FOR SUBMITTING PRODUCT QUALITY DEFICIENCY REPORT (PQDR) INFORMATION. The following methods are approved for submitting and processing SF-368 Product Quality Deficiency Report (PQDR) information within the Navy and Marine Corps:

2.6.1 Hard copy SF-368.

2.6.2 Electronic message, facsimile, e-mail and SALTS data provided to the screening point that includes as a minimum the data elements of Paragraph 2.5.

2.6.3 Websites. Websites that process Navy and Marine Corps PQDR information will:

a. Include a means to process the SF-368 data elements.

b. Provide data on failed items with zero operating hour and more than zero hours. A separate process may be used for zero operating hours and for deficiencies with more than zero operating hours. When a NAVAIRSYSCOM Engineering Investigation (EI) meets the requirements of Paragraph 2.3.2 of this manual, the following will occur:

(1) For items described in Paragraph 2.7.1 of this manual (aviation items) a PQDR will be generated and uploaded into PDREP upon resolution, **if not before hand.**

(2) For non-aviation/non-Navy cog items a PQDR will be generated and processed in accordance with SECNAVINST 4855.5 (series).

(3) Non-aviation/Navy cog items a PQDR will be provided to the appropriate screening point per Paragraph 2.7 of this manual.

- c. Use the PQDR Attribute Codes, Corrective Action Codes, Cost Codes, Credit Codes, Deficiency Cause Codes, Exhibit Disposition Codes, New/Repaired/Overhaul Code, Preventive Action Code, Status Code, Where Discovered Code.
- d. Categorize failures as Category I or Category II.
- e. Track the processing time for Category I and Category II failures.
- f. Provide deficiency data to the Product Data Reporting and Evaluation Program (PDREP).
- g. Send PQDRs to DoD Components via the DoD PQDR translator and receive PQDRs from DoD components via the DoD PQDR translator.

2.7 PQDR DISTRIBUTION

2.7.1 Each activity will send PQDRs to the designated Distribution/Screening Points indicated below.

2.7.2 For items which are used in aircraft operations (includes aircraft, avionics and related ground support equipment but not air-launched missiles and ordnance): forward the report to the Fleet Support Team as specified in OPNAVINST 4790.4 with a copy to Naval Air Systems Command, Attn: Air 4.1.9, Patuxent River, MD 20670-1906. If the cognizant field activity is not known, then forward the report directly to NAVAIR, Attn: Air 4.1.9.

2.7.3 For air-launched missiles, bombs, guns, torpedoes, ammunition, and related handling equipment: forward the report to Naval Air Warfare Center, Attn: Code 321200E, Point Mugu, CA 93042-5001 with a copy to Naval Air Systems Command, Attn: Air 4.1.9.

2.7.4 When the Originating Point is also the procurement and material acceptance activity, then they will perform both screening and action point functions. They will decide material disposition action and whether the PQDR shall be forwarded to the contractor for corrective and preventive action or to the appropriate Defense Contract Management Agency (DCMA) if Government Source Inspection is invoked. PQDR information will be reported to the NAVSEALOGCENDET Portsmouth.

2.7.5 All other reports will be forwarded to Naval Inventory Control Point Mechanicsburg, Attn: Code M05614, Mechanicsburg, PA 17055-0788. NAVICP Mechanicsburg has been designated as a central distribution center with responsibility for routing the report to the proper screening and action points within Naval Sea Systems Command, Naval Supply Systems Command, Naval Facilities Command and Space and Warfare Systems Command.

2.7.6 The Distribution/Screening Points identified above will assure that all PQDRs and related follow on actions (exhibit movement requests, status updates, and final close out) are entered into the PDREP database. The ultimate goal is to implement on-line real time processing of PQDR information. However, until that goal is achieved, Distribution/Screening Points will continue to process batch load updates via electronic transfer procedures.

2.8 DEFINITIONS

Category I Deficiency. A product deficiency which may cause death, injury, or severe occupational illness; could cause loss or major damage to a weapon system; or directly restrict the combat readiness capabilities of the using organization; or which results in a production line stoppage.

Category II Deficiency. A deficiency that does not meet the criteria set forth for Category I.

Contractor. Any organization that furnishes material or services in accordance with an issued procurement document. This is not to include private shipyards, ship repair or overhaul activities. Where this word appears in this instruction, it shall be considered synonymous with the word “vendor”.

Core Element. Mandatory information without which the report may not be able to be processed.

Corrective Action. A remedial action taken to repair or replace the product deficiency being reported.

Exhibit. The item reported as being deficient, or a sample item that represents the reported deficient condition, which can be examined or analyzed to determine the possible cause of the deficiency.

Government Furnished Material. Material in the possession of, or acquired directly by the government and subsequently delivered to or otherwise made available to a contractor. Where the work is being performed in a naval activity, the term ‘contractor’ shall refer to the Commanding Officer or Officer In Charge of the facility.

Holding Point. The activity having custody of an exhibit.

Important Element. Optional information which can provide significant data.

Manufacturer. An organization that produces mill products, fabricates/assembles mill products into finished material/assemblies, or processes finished materials to have certain mechanical properties.

New or Newly Reworked Material. Any material procured from a commercial or government activity or material which is new or has been rebuilt, repaired, reworked or modified by a government depot or commercial activity under government contract. Material is considered new or newly reworked until inspected, tested and/or put into use by the receiving activity. Material under warranty shall be considered new or newly reworked throughout its warranty period.

Premature Failures. Failure of material prior to expected Mean Time between Failures; life limits, contract specifications, or does not meet user expectations. Premature failures may also be covered under warranty.

Preventive Action. Those actions taken to prevent or preclude the recurrence of the deficiency. These include design/specification/drawing changes, changes to procurement technical data packages for future buys, issuance of Quality Assurance Letters of Instructions, notices to contractors, procedural changes, and progress changes.

Product Deficiency.

a. Design Deficiency. Any condition that limits or prevents the use of material for the purpose intended or required, where the material meets all specifications or contractual requirements. These deficiencies cannot be corrected except through a design change or specification change.

b. Material Deficiency. Any unsatisfactory condition (for example, physical, chemical, software, electrical, functional) noted in material which is attributable to non-conformance to contractual or specification requirements. Substandard workmanship and manufacturing defects will be considered to fall within this definition provided the standard with which the work has been judged is identified.

c. Procurement Deficiency. Any unsatisfactory material condition which is attributable to improper, incorrect, ambiguous, omitted, or conflicting contractual requirements including the procurement documents, its references, or any combination which describe technical requirements of material.

Product Quality Deficiency Report. SF-368 form or format used to record and transmit product quality deficiency data.

Quality Investigation. A comprehensive investigation conducted by the Action/Support Activity to determine whether the reported unsatisfactory material was repaired, manufactured or tested in conformance to required specifications, standards, or contractual requirements and that applicable quality controls are adequate to ensure conformance. Corrective action will be initiated when inadequacies are confirmed and shall assure conditions causing the inadequacies are identified and eliminated.

Repeat Deficiency. A deficiency discovered on material that was shipped from a contractor or government depot/overhaul activity subsequent to the effective date of implementation of preventive action for the same or similar deficiency.

Root Cause. Determine and identify the basic or root cause of the deficiency. This information will help determine if the same deficiency is currently under investigation and will help identify the responsible commercial or government entity.

Technical Data (New or Revised). Technical data means recorded information, regardless of form, of a scientific or technical nature. It may, for example, document research, experimental, development, or engineering work; or be usable or used to define a design or process or to procure, produce, support, maintain, or operate equipment. The data may be graphic or pictorial delineation in media such as drawings or photographs; text in specifications, related performance or design documents; in machine forms such as magnetic tape, computer program printouts; or may be retained in computer memory. Examples of technical data include research and engineering data, process sheets, manuals, technical reports, catalog item identifications, and related information. Technical data does not include financial, administrative cost and pricing, and management data, or other information incidental to contract administration.

Warranty. The warranty period is a certain contractually specified period of time when failure of the item, within the prescribed area of performance, would require the failed item to be repaired or replaced in accordance with the warranty requirements.

CHAPTER 3 - PDREP GENERAL APPLICATION

3.1 INTRODUCTION

3.1.1 General Information. This chapter describes the reports that are available to naval organizations and other government activities, involved in the implementation of the requirements of the Product Data Reporting and Evaluation Program (PDREP). It describes the computer equipment needed to communicate with the PDREP database and provides instructions for producing the reports.

3.1.2 Background. SECNAVINST 4855.3 (series) establishes the Navy's PDREP in conjunction with SECNAVINST 5000.2 (series) Implementation of Mandatory Procedures for Major and Non-Major Defense Acquisition Programs and Major and Non-Major Technology Acquisition Programs. SECNAVINST 5000.2 (series) provides specific procedures for obtaining quality information using the PDREP for implementation of this requirement.

3.1.3 Scope. The PDREP application is a navy automated information system data retrieval subsystem. It provides the software interface between government information users and the PDREP database permitting users to retrieve PDREP data. The PDREP application has been established with as few computer instructions as possible. The user will sign-on following the instructions provided in this chapter. The sign-on user id and password will automatically initiate the PDREP interface software, and prompt the user for the selection of the reporting program desired.

Each program contains an interrogative routine, which requires the user to enter the qualifiers for the report desired. CAGE code, starting date, ending date, or other selective criteria may be entered. Paragraph 3.13 contains data field definitions for use in creating ad-hoc reports. Paragraph 3.14 contains code values and literals. Addendum A contains a list of acronyms and abbreviations used within this instruction. Any questions regarding user ids or accessing the PDREP application should be directed to the PDREP user Help Desk at DSN 684-1690 or commercial (603) 431-9460, ext. 486, or access the NAVSEALOGCENDET Portsmouth website, <http://www.nslcptsmh.navsea.navy.mil>.

3.2 INPUT DATA

3.2.1 General. The effectiveness of PDREP, as a standard measure of the past performance of contractors, depends on reporting contractor historical quality and delivery performance data that is standard in both format and content. This section describes the standard data types, which comprise PDREP data that navy activities shall report, as applicable.

NOTE: Classified data shall not be entered into the PDREP database. Information essential to the goals of the program should be reported under separate correspondence to Command central processing points on a "need-to-know" basis in accordance with OPNAVINST 5510.1F (Department of the Navy Information Security Program Regulation).

3.2.2 Bulletin. A record issued by NAVSEALOGCENDET Portsmouth to alert Navy procuring, technical, or using activities of significant quality problems. A Bulletin may be issued for commodity, systems, or contractor related problems.

3.2.3 CAGE. This record consists of a contractor's company name, address, and point of contact information.

3.2.4 Contractor Award Data. This record consists of delivery information and contract award information that demonstrates the performance of a contractor throughout the contract period.

3.2.5 Defense Logistics Agency (DLA) Customer/Depot Complaint System (CDCS) Records. Includes all complaint types from the DLA CDCS. CDCS records include Product Quality Deficiency Reports, Supply Discrepancy Reports, Medical Discrepancies and Government and Industrial Data Exchange Program (GIDEP) Alerts.

3.2.6 DLA Quality Evaluation Program (QEP) Records. Identifies the quality requirement invoked by contract number (e.g., standard inspection) that are transferred from the DLA's QEP.

3.2.7 DLA QEP First Article Test. First article test results from the DLA's QEP.

3.2.8 DLA QEP Post Award/Quality System Review (QSR)/Quality Systems Management Visits (QSMV). Includes post-award surveys, QSR and QSMV that are transferred from the DLA's QEP.

3.2.9 DLA QEP Quality Assurance Letter of Instruction (QALI). QALIs that are transferred from the DLA's QEP.

3.2.10 DLA QEP Special Quality Data. Special quality data transferred from the DLA's QEP.

3.2.11 DLA QEP Waivers/Deviations. Includes waivers/deviations (and results) that are transferred from the DLA's QEP.

3.2.12 Department of Defense Activity Address Code (DODAAC). This record contains Navy, Marine Corps and other DoD facilities or activities by function or type.

3.2.13 Federal Stock Classification (FSC). This report gives a brief description of the Federal Stock Classification Code, including a long name for the commodity.

3.2.14 Government and Industry Data Exchange Program (GIDEP). GIDEP reports are issued to exchange information among participating agencies about non-conforming products, components, processes, or materials. The use of GIDEP helps eliminate instances where agencies acquire products and materials previously identified as non-conforming by other agencies.

3.2.15 Material Inspection Record (MIR). A document generated as the result of a technical inspection of hardware or software by a Navy representative at the manufacturer's plant or upon receipt at destination in accordance with a Navy or local directive or instruction. For purposes of this document, a technical inspection is the performance of any test or inspection other than the validation check for count and damage. These records provide an aid in determining a contractor's performance and/or responsiveness. Information should be entered into the PDREP database for all technical inspections performed by naval personnel on contractor procured or federal supply system material.

3.2.15.1 The MIR shall be a true copy of the actual inspection record.

3.2.15.2 A MIR shall be completed and forwarded or entered online to the PDREP database for every product supplied by a contractor or supply system that is subject to a technical inspection prior to acceptance or certification for use by the Navy. This means generating a MIR for software deliverables such as technical manuals, radiographic film, etc., that are an end item in them, as well as all hardware line item deliverables. This requirement for a MIR; however, does not include drawings, procedures, etc., that may effect end item quality even though they require submittal and approval. In the past it was found that many end item software deliverables had been rejected several times but not recorded accordingly on the MIR either because the software was not considered an inspection attribute or the deficiency was subsequently reconciled. As a note of clarification, a MIR is required for every end item deliverable inspected whether it is software or hardware with the exception noted above.

3.2.15.3 The MIR shall reflect the results of the inspection or test performed by Navy personnel whether on hardware or software at receipt or at the manufacturers' plant. Any non-compliance with contract or specification requirements shall be recorded as a reject on the MIR even though rework, re-submittal, or acceptance as may have subsequently reconciled the non-compliance is via a waiver/deviation.

3.2.15.4 A MIR, as noted above, shall be generated and submitted to the PDREP database for all inspection actions by a Navy activity representative acting alone or in conjunction with a Defense Contract Management Agency (DCMA) Quality Assurance Representative (QAR). This requirement does not include generation of a MIR for contract administration actions when they are delegated acceptance authority, but only when acceptance is performed by a Navy activity at other than shipment destination. In the latter case, any deficiencies found on material offered to the government are subject to the procedures of this document and shall be recorded on the MIR.

3.2.15.5 A MIR is not necessary for material locally manufactured or repaired and subsequently inspected or certified by the same activity.

3.2.15.6 While there is considerable latitude in form and format of the MIR among the Command elements, specific data elements are mandatory for entry into the PDREP database.

NOTE: Rejected material returned to the contractor for rework or replacement which is subsequently returned, shall be considered a new lot of material. A new MIR with a new serial number shall be generated. Rejected material reworked locally or accepted as is by a waiver or deviation shall not be cause for a new MIR. Only contractor responsible defects are recorded. Inspections may be conducted at the contractor's facility (source inspection) or at a naval facility.

3.2.16 Point Of Contact. Provides an updated list of points of contact and phone numbers for NAVSEALOGCENDET Portsmouth personnel and program field activities and coordinators.

3.2.17 Product Quality Deficiency Reports (PODR). Applies to the reporting of product deficiencies in new or newly reworked material in all programs involving materials or services. See Chapter 2 for more specifics.

3.2.18 Qualified Products List (QPL). A record indicating that a contractor can produce a product to the QPL specification requirements.

3.2.19 Red/Yellow/Green (RYG). A Navy tool designed to help reduce the risk of receiving non-conforming products and late deliveries.

3.2.20 RYG Award Data. An award made based on contractor's past performance as evaluated by Red/Yellow/Green criteria.

3.2.21 Special Quality Data. Method for collecting data for analytical purposes (both positive and negative) that does not fit into normal quality elements of the PDREP. Special quality data types include: surveys of subcontractors performed by prime contractors, telephone calls relating quality information, contractor visits/interface meetings, corrective actions, suspected cases of fraud or malpractice, etc.

3.2.22 Supply Discrepancy Reports (SDRs). The purpose of preparing supply discrepancy reports is to determine the cause of discrepancies, effect corrective action, and prevent recurrence. Such reports provide support for adjustment of property and financial inventory accounting records; information as a basis for claims against contractors; notification to shippers; visibility of preservation, packing, marking, and unit discrepancies; required corrective actions; disposition instructions; and information for management evaluations.

3.2.23 Survey. There are four formally recognized survey types that are performed to determine a contractor's performance on contractual quality/technical requirements or their capability to perform. Entry of survey results is only the first step in the PDREP; the follow-up or closeout actions are an absolute must for any negative findings. Final survey reports are not always issued by the procuring activity. In the case of pre-award surveys, DCMA generates the final report if they have Contract Administration Office (CAO) cognizance of that facility/contract. If a Navy representative participates in the survey, it is the representative's responsibility to ensure that a copy of the report and the results of any subsequently resolved open issues are sent to the PDREP database. If a Navy Procurement Contracting Officer (PCO) requests the survey to be performed by the CAO and no Navy representative participates, the PCO will be responsible for sending the data to the central processing point.

3.2.24 Test Reports. Method for collecting First Article, Production Lot Testing, and Periodic Sampling Test data for analytical purposes (both positive and negative). Also an aid in determining a supplier's performance and/or responsiveness.

3.3 ACCESSING PDREP. The PDREP application includes a public website, a web-enabled application server, a database server as well as the associated network, security system and firewalls. An internet connection, browser and valid user id and password are required to enter the application either to enter data, obtain status, or to retrieve records. Access levels are based on the user's validated user id. All account information is kept confidential and secure.

3.3.1 Sign-On Procedure. To sign-in to the PDREP application you will need to go to the NAVSEALOGCENDET Portsmouth website <http://www.nslcptsmh.navsea.navy.mil> , then under web applications, click on PDREP. This will bring you to the PDREP home page. From here, click on the "Logon to PDREP Application" link. This will bring you to the PDREP application log-in page. Enter the following information:

USER ID: (usually initial of first name, first 4 letters of last name)
PASSWORD: (minimum of 8 characters long - no special characters)

If the user enters a non-valid user id/password combination, they are notified of the error. If a valid combination is entered, access is granted to the PDREP application and a welcome page appears with the user’s name and activity on it. This welcome page is also called the “Home” page. At this point you are ready to access the PDREP application.

3.3.2 Sign-Off Procedure. To log-off the PDREP application from the PDREP application, simply single click on the LOGOUT button.

3.4 GENERAL INFORMATION. The PDREP application is a web-based application. This section is designed to assist the user in understanding the special features as applied to the PDREP application.

3.4.1 Qualifiers

3.4.1.1 Mandatory Versus Optional Input. Mandatory entries are denoted by an asterisk. These parameters must contain valid entries before a user can run a report. Optional qualifiers are not required to create a report.

3.4.1.2 Radio Buttons. A radio button is a round button used on the qualifier screens. Radio buttons represent a mandatory field where a user selection must be made. The user can select only one radio button qualifier. The user moves the arrow with the mouse then clicks with the left button on the item to be included in the report. A dot will appear in the selection chosen. In re-selecting a qualifier, simply select another item and click the left button of the mouse on the new item. The new selection will now contain the dot in the circle.

3.4.1.3 Check Boxes. A check box is a square button used on the qualifier screens. Check boxes represent an optional field where a user can make multiple selections, or none at all. If no selection is made, the report will contain ALL data without utilizing the qualifier. The user simply moves the arrow with the mouse to the desired box, clicks the left button and an ‘X’ is placed in the box.

3.4.1.4 Entering Dates. One of the most common qualifier selections is to enter dates. All dates in the PDREP application are entered in the same format. The dates are in 2 digit day, 3 digit month, and 2 digit year format DD-MMM-YY (e.g., 31/JAN/02). A calendar icon is also available.

3.5 PDREP OPTION. The following options are available from the PDREP home page.

Data Entry	Section 3.6	Upload	Section 3.10
Download	Section 3.7	VIEW	Section 3.11
Reports	Section 3.8	FEEDBACK	Section 3.12
Search	Section 3.9		

3.6 DATA ENTRY. Allows authorized users to add, modify or delete their activity’s PDREP data records directly on the PDREP database. Anyone can view a record by entering the correct parameters. View does not allow modification of a record. Once the user has signed on to the system click on **PDREP** then click

on **DATA ENTRY** and a list of records available for data entry will appear. The user will click on one of the following record types:

- Contract Award Data
- Material Inspection Record
- Product Quality Deficiency Report
- Special Quality Data
- Supply Discrepancy Report
- Survey
- Test Record

Definitions for the data entry elements are found in Addendum A.

3.7 DOWNLOAD. Allows NAVICP Mechanicsburg and NAVSEALOG personnel, who have been granted access, to download data for a special program. The user will select the Extract Type i.e., **NAVICP** or **NAVSEA**.

3.7.1 Extracting Data:

- a. For **NAVICP**, Click ‘NAVICP’ button
Enter the File Name and select File Type
Click Extract Data
- b. For **NAVSEA**, Click ‘NAVSEA’ button
Enter the Date Range
Click ‘Get Data’
Enter the File Name and select File Type
Click Extract Data

3.8 REPORTS. Once you have signed onto the PDREP application, to generate any report, click on PDREP from the welcome page then click on the reports button to select the desired report. Once the mandatory and optional qualifier(s) have been entered, select the RUN REPORT button to generate the report or the CLEAR button to clear all entered qualifiers.

3.8.1 Ad-Hoc Reports. The ad-hoc capability allows the user to query the database using self-created routines and to save and retrieve those routines. Prior to initiating an ad-hoc report, it is extremely important to complete the following steps:

- a) Determine the record type.
- b) Decide the data elements to be displayed in the report.
- c) Determine how the report will be qualified.
- d) Determine what fields and in what order the report will be sorted.

NOTE: “AD-HOC HELP” and “WHERE HELP” buttons are added to assist the user in creating ad-hoc reports.

3.8.1.1 Report Selection. To select an ad-hoc report, the user must be signed onto the PDREP application. The user then clicks on the tool bar button marked REPORTS, then selects (by a single click) ad-hoc reports.

3.8.1.2 Qualifiers:

a. Count: Displays the number of records that meet the selection criteria.

b. Record Types. (MANDATORY) User must select the record that they wish to query, by single clicking on the record that appears on the left-hand side of the ad-hoc screen. Once selected, the data elements for that record will display to the right of the record type column.

c. Data Elements. (CONDITIONAL MANDATORY) Once the record type has been selected, a scroll down menu will appear containing the data elements associated with the particular record. Data elements are selected by single clicking on the desired data element. Elements **must** be selected in the order they are to be displayed on the report (except for narratives). At least one data element must be selected if you are using a “Where” clause. To select more than one data element, press the **CTRL Key** and select the data elements.

NOTE: If a DATA ELEMENT is used to create a “Where” clause it must have been selected from the “SELECT EXPRESSION” list.

d. Where. (OPTIONAL) A where clause defines the report using the logical expression and a value selected by the user. The where clause is made up of the following parts:

Expression Element. This field **must** be a data element from the “**Select Expression**” for the record type being queried to add to the “Where” clause. Then click on the “**ADD**” button.

Operators. The following operators are available to qualify selected data elements:

<u>Symbol</u>	<u>Locates records that are:</u>
=	An exact match for criteria in Expression Value(s) .
<>	Not an exact match for criteria entered in Expression Value(s) .
<	Less than the qualifier entered.
<=	Doesn't include the qualifier used in Expression Value(s) . Less than or equal to the qualifier entered.
>	Greater than the qualifier entered.
>=	Doesn't include the qualifier in Expression Value(s) . Greater than or equal to the qualifier entered.
IN	<u>Does</u> include the qualifier used in Expression Value(s) . An exact match for criteria entered in Expression Value(s) . Used to enter multiple qualifiers (implied or with an equal statement).
NOT IN	Not an exact match for criteria entered in Expression Value(s) . Used to eliminate multiple qualifiers (implied "or" with a not equal statement).
BETWEEN	Within a user specified range.
IS NOT NULL	Contains data in the field (not empty field).
IS NULL	Does NOT contain data in the field (empty field). Number fields may contain zero data and not be considered null!
LIKE	Begin with selected criteria or contain the selected criteria anywhere in the field. Examples follow:
'A%'	Selects data elements beginning with the letter A.
'%A'	Selects data elements ending with the letter A.
'%A%'	Selects data element containing the letter A in any position.
'_A%'	Selects data elements containing the letter A in the 2 nd position.
	NOTE: The underscore is a placeholder.

Expression Value(s): This is a user-entered field. Position cursor in **Expression Value(s)** field, click the mouse and then type the value.

Logicals: Allows the user to create additional clauses by selecting **AND** or the **OR** logical options. Allows the user to select multiple clauses.

AND: If the user selects **AND**, all of the conditions must be met before the record is selected for display or count. The user can use the **IN** or **NOT IN** operators in combination with the **AND** logical.

OR: Allows the user to select multiple clauses. The user can select up to 8 clauses. If the user selects **OR**, it is an independent clause. Clauses prior to an '**OR**' clause are not taken into consideration when counting or displaying records meeting qualifiers selected by the user.

AND/OR: Allows the user to select multiple clauses using a combination of **AND** and **OR**. If the user selects a combination of **ANDs** and **ORs**, it is important to understand that each time the

computer locates an **OR**, it ignores the previous **ANDs**. The user may get a false count if there is not a clear understanding of **ORs**.

To get a COUNT after “Where” clause is set, click “**Modify Data Elements**” then click on the box.

3.8.1.3 Run Report: Once you have selected your record type, data elements and where clause needed to create your report click on “**Run Report**” to obtain the results.

3.8.1.4 Saving Ad-Hoc Results: The user can save the report by completing the “**Save Result As**” box and selecting where the report is to be saved and clicking on the “**SAVE RESULT**” button. If the user wants to keep the same query for later use rather than re-creating the where clause(s), complete the “**Save Query As**” box and click on “**SAVE QUERY**” and save data in Notepad.

3.8.1.5 Paste Query: If the user wants to use a previously saved query, click on the “**PASTE QUERY**” button and follow the steps below:

- a. Open the file that contains the pre-defined ad-hoc query in Notepad.
- b. Copy the content of the file (highlight contents and Click Edit Copy or hit CTRL-C).
- c. Paste the contents in the box labeled “**Ad-Hoc Query**”.
- d. Click on “**Run Report**”.

3.8.2 NAVICP REPORTS: Naval Inventory Control Point (NAVICP) reports provide information for PQDRs by CAGE or NSN. Results of vendor surveys can be retrieved as well as MIR reports.

3.8.2.1 NAVICP PQDR by CAGE Qualifiers

END YEAR (MANDATORY)

Enter the year for the data to be covered in the report

END PERIOD (MANDATORY)

Enter the end of the period for the data to be covered in the report

REPORT CODE (MANDATORY)

FLEET/NAVICP (MANDATORY)

3.8.2.2 NAVICP PQDR by NSN Qualifiers

END YEAR (MANDATORY)

Enter the year for the data to be covered in the report

END PERIOD (MANDATORY)

Enter the end of the period for the data to be covered in the report

REPORT CODE (MANDATORY)

FLEET/NAVICP (MANDATORY)

3.8.2.3 NAVICP MIR Report Qualifiers

REPORT CODE (MANDATORY)

END DATE (MANDATORY)

Enter the end date for the data to be covered in the report

3.8.2.4 NAVCIP VENDOR SURVEY Qualifiers

START DATE (MANDATORY)

Enter the start date for the data to be covered in the report

END DATE (MANDATORY)

Enter the end date for the data to be covered in the report

3.8.3 PDREP REPORTS. PDREP reports provide information in the PDREP application by Contractor, Federal Supply Classification/Federal Services Code (FSC), Reporting Activity, and/or SYSCOM. This section contains report descriptions and qualifiers for all of the PDREP reports.

3.8.3.1 DLA CONTRACTOR SUMMARY. Produces a summary report listing CAGE Code, Survey, Lab Tests or Contract Alert Data records for a particular contractor, time frame, CAGE Code or FSC. Report qualifiers:

DATE RANGE

END DATE (MANDATORY)

Enter the end date for the data to be covered in the report. After an end date has been entered, you must decide if you want a one, two, or three year profile report.

FOR (MANDATORY)

Select whether the report should be for a one, two, or three year time period. System default is two years.

CAGE/FSC

CAGE (MANDATORY)

Contractor and Government Entity (CAGE) Code, as found on DLA Cataloging Handbook H4/H8 (tape).

FSC (OPTIONAL) A four position Federal Supply Classification/Federal Service Code (FSC), from the FSC Indexes Cataloging Handbook H2. If a report is desired on all FSCs, leave the FSC block empty.

3.8.3.2 MIR LI/SS QUARTERLY. Lists Material Inspection Record (MIR) totals by DCMD and DCMAO for all Level I/SubSafe Government Source Inspected MIRs inspected during the specified year and quarter. The user can choose to run a history, summary, or detail report. Report qualifiers:

REPORT TYPE (MANDATORY)

User must select either a detail, history, or summary report.

YEAR (MANDATORY)

Enter the last two positions of the year that the report is to cover.

QUARTER (MANDATORY)

Enter the quarter (1-4) that the report is to cover.

REGION (MANDATORY)

Select from the drop down box the DCMD to be covered by the report. System default is ALL.

MATERIAL LEVEL (OPTIONAL)

User has option of selecting non-nuclear or nuclear.

3.8.3.3 MATERIAL INSPECTION RECORD (MIR). Lists Material Inspection Records (MIRs) for a particular contractor within a selected date range. User also has the option to further qualify the report by selecting a specific reporting DODAAC, SYSCOM, CAGE, and Federal Supply Classification/Federal Service Code (FSC). Report qualifiers:

INSPECTION DATES (MANDATORY)

Date range you want included in the report. The date fields represent material inspection dates.

SYSCOMs (MANDATORY)

User can select from drop down menu.

CONTRACT DODAAC (MANDATORY)

Department of Defense Activity Address Code (DODAAC) of the reporting activity for the contract.

CAGE (MANDATORY)

Contractor and Government Entity (CAGE) code, as found on DLA Cataloging Handbook H4/H8 (tape).

FSC (MANDATORY)

A four position Federal Supply Classification/Federal Service Code (FSC) code, from the FSC Indexes Cataloging Handbook H2.

3.8.3.4 PQDR STATISTICS. The report displays counts for Government Furnished Material, Non-Government Furnished Material and Total for open and closed PQDRs and breakout of (closed, verified with actions complete PQDRs). Report qualifiers:

DATE RANGE QUALIFIERS (MANDATORY - At least ONE)

PREPARATION DATE

The date the report was signed and forwarded to the Screening or Action point.

CLOSED DATE The date of the letter/phone call indicating when the deficiency report was closed (notification of resolution of the deficiency and corrective action to prevent recurrence is in place) by the appropriate Screening Point or Originator.

ACTIVITIES If the user wishes, they may further qualify their report by determining the DODAAC or Report Activity Group Type for the Originator, Action Point, Screening Point, Support Point, or Contract Awarding Activity. Single click on the activities tab, and the following qualifiers will appear:

ORIGINATING The government activity that found the deficiency and initiated the PQDR.

ACTION The government activity responsible for the investigation and resolution of the deficiency.

SCREENING The activity who will perform the screening point responsibilities: determine Action Point, establish distribution, monitor report status and evaluate and process responses. The Screening Point will review for proper categorization, validity, completeness and accuracy of data entries and resolve any disagreement. Recommend if investigation is in order or if the PQDR should be processed for information.

SUPPORT The activity assisting the Action Point (when requested) by conducting and providing results of a special analysis or investigation pertinent to the correction and prevention of a reported product deficiency.

CONTRACT The activity who awarded the contract (the first six digits of the contract number).

TYPE Group type associated with activity (e.g., Shipyard, Naval Aviation Depot, Weapons Station, etc.).

CAGE/STATUS (OPTIONAL)

The user may further wish to qualify their report by one or more CAGE codes or one or more status codes. To select this option, simply single click on the tab marked (CAGE/Status).

CAGE CODES (OPTIONAL)

Contractor and Government Entity (CAGE) code, as found on DLA Cataloging Handbook H4/H8 (tape).

STATUS CODES (OPTIONAL)

A drop down box will appear containing all the PQDR status codes which indicate the current status of the investigation. Choose as many different status codes you wish your report to include. Status codes are found in Addendum A.

CONTRACT

The user may further wish to qualify their report by one or more Contract Numbers. To select this option, simply single click on the tab marked contract:

CONTRACT NUMBER (OPTIONAL)

The contract number is comprised of the following:

Contract Activity:	DODAAC of activity initiating the contract.
Contract Serial Number:	The underlying contract serial number of the contract assigned by the contract issuing activity. The field includes the contract activity, serial number, order number, contract type designator and a four-position serial number.
Contract Order Number	Order number is for blanket purchase agreements and basic ordering agreements.

NSN The user may further wish to qualify their report by receiving information on one or more National Stock Numbers (NSNs). To select this option, simply single click on the tab marked NSN.

NSN (OPTIONAL)

May query on any parts of the National Stock Number. The National Stock Number is comprised of the following fields:

COG - A two character alphanumeric cognizant code used to identify and designate the Inventory Control Point office or agency, which exercises supply management. The first position is numeric and identifies the stores account. The entire code identifies the combined technical bureau/command and inventory manager having jurisdiction over the item.

FSC CODE - A four position Federal Supply Classification/Federal Service Code (FSC), from the FSC indexes Cataloging Handbook H2.

NIIN - National Item Identification Number for the item.

SMIC - Special Material Identification Code for a special material application.

DETAILS The user may further wish to qualify their report by receiving information for one category, one or more SYSCOMs, or for nuclear or non-nuclear material only. To select this option, simply single click on the tab marked Details.

CATEGORY (OPTIONAL)

A number indicating the type of deficiency report that was issued. A "1" represents Category I PQDRs and a "2" represents Category II PQDRs.

SYSCOM (OPTIONAL)

A code indicating the SYSCOM responsible for entering the PQDR into PDREP: (01) NAVSEA, (02) NAVAIR, (03) SPAWAR, (04) NAVFAC, and (05) NAVSUP, etc.

MATERIAL TYPE (OPTIONAL)

Select the nuclear box if you wish your report to contain only nuclear application reports.
Select non-nuclear is you wish your report to contain only non-nuclear information.

NOTE: Applies to NAVSEA reports only. To obtain all information, leave both boxes unchecked.

3.8.3.5 PQDR SUMMARY. Displays a partial PQDR record. The following fields will be displayed: Report Control Number, Preparation Date, Originator, Screening Point, Action Point, Support Point, CAGE, Cause, Defect Attribute, National Stock Number, Serial Number, Status, Description of Deficiency and Investigation Results. See Section 3.8.3.4 for qualifier definitions.

3.8.3.6 PROFILE. Produces a summary report listing all PDREP records for a particular contractor, timeframe, and FSC. Report qualifiers:

DATE RANGE/CAGE(s) TAB:**END DATE (MANDATORY)**

Enter the end date for the data to be covered in the report. After an end date has been entered, you must decide if you want a one, two, or three year profile report.

FOR (MANDATORY)

Select whether the report should be for a one, two, or three year time period. System default is two years.

CAGE (MANDATORY)

Contractor and Government Entity (CAGE) code, as found on DLA Cataloging Handbook H4/H8 (tape).

FSC (OPTIONAL)

A four position Federal Supply Classification/Federal Service Code (FSC), from the FSC Indexes Cataloging Handbook H2. If a report is desired on all FSCs, leave the FSC block empty.

SYSCOM/DODAAC TAB The user may further wish to qualify their report by receiving information on one or more SYSCOMs or one or more reporting activity DODAAC(s). To select this option, simply click on the tab marked SYSCOM/DODAAC.

DETAILS TAB The user may further wish to qualify their report by selecting nuclear or non-nuclear information only, selecting to display a material level breakout and/or narratives, or by loading a CAGE-FSC file. To select this option, simply click on the tab marked Details.

MIR/PQDR DATA TYPES (OPTIONAL)

You may enter whether you want a profile containing nuclear or non-nuclear data only.

MATERIAL LEVEL SUMMARY (OPTIONAL)

If this box is checked, the report will contain a material level breakout for Material Inspection Records.

NARRATIVES (OPTIONAL)

If this box is checked, the report will contain narratives for Product Quality Deficiency Reports (PQDRs), Survey, Special Quality Data, and Bulletin Records.

3.8.3.7 Red/Yellow/Green (RYG). Displays a report by FSC or contracting DODAAC listing the contractor's current RYG classification: Red (high risk), Yellow (moderate risk) or Green (low or no known risk). Classification designates the Navy's risk of receiving a non-conforming product or late delivery based on past performance data. User can qualify the report by contracting DODAAC, FSC or Color. Report qualifiers:

FSCs (Mandatory if Contract DODAAC is blank)

A four position Federal Supply Classification/Federal Service Code (FSC), from the FSC Indexes Cataloging Handbook H2.

CONTRACT DODAAC (Mandatory if FSC is blank)

Report uses the DODAAC listed in the contract number field (first 6 positions) to determine which classifications to display. When there's a match, the report will contain classifications for these contracts and FSCs.

CLASSIFICATION (MANDATORY)

The user can select to view Red, Yellow, and/or Green classifications only.

3.8.4 SPECIAL REPORTS. Special reports provide information in the PDREP system as requested by specific field activities. This section contains report descriptions and qualifiers. Once you have signed onto the system, to generate a special report, click on "**PDREP**", the "**Reports**", then select "**Special Reports**".

3.8.4.1 DCIS SUMMARY REPORT Qualifiers**DATE RANGE (MANDATORY)****CAGE CODE (OPTIONAL)**

Contractor and Government Entity (CAGE) code, as found in DLA Cataloging Handbook H4/H8 (tape).

FSC (OPTIONAL)

A four position Federal Supply Classification/Federal Service Code (FSC), from the FSC Indexes Cataloging Handbook H2. If a report is desired on all FSCs, leave the FSC block empty.

NIIN (OPTIONAL)

National Item Identification Number for the item.

REGION (OPTIONAL)

Drop down menu from which to select various regions of the country (e.g., Mid-Atlantic, Central, South East, etc.).

STATE (OPTIONAL)

NO. OF THRESHOLD (OPTIONAL)

Number of contracts or NIIN records that have the threshold number or more.

-----**Qualifiers for DSC Only**-----

NSN (OPTIONAL)

National Stock Number comprised of COG, FSC, NIIN and SMIC. User may select all NSNs or those classified as Critical only.

DISCREPANCY CODE (OPTIONAL)

An alpha/numerical code depicting a particular discrepancy found in the Customer Depot Complaint System (CDCS).

DOCUMENT TYPE (MANDATORY)

Document type found in the CDCS.

SORT OPTION (OPTIONAL)

User has option to sort output by most deficiencies, alphabetically, by CAGE code, or state.

3.8.4.2 DLA TOP TWENTY Qualifiers

DATE RANGE (MANDATORY)

SEARCH BY (MANDATORY)

User can search by CAGE code, NSN or FSC.

DOCUMENT TYPE (MANDATORY)

User must select a document type (e.g., SF-362, CAT II PQDR, DD-1225, etc.).

CAUSE CODE (MANDATORY)

User must select a cause code (e.g., Engineering, Contractor, Specification, etc.).

COMMODITY GROUP (OPTIONAL)

User has option to further qualify search by selecting a commodity group such as General, Industrial, Medical, etc.

3.9 SEARCH. SEARCH allows the user to locate records in the PDREP database by CAGE, Contract Number, Contractor Name, DODAAC, NSN or State for a particular time frame. Search by CAGE code is the system default. The user must enter the specified search criteria in this box. For example, if CAGE

CODE has been selected in the “**Search By**” box, the user must enter a valid CAGE CODE in the “**Search For**” box. Then click on “**Run Report**”. If searching for CAGE code, contractor name or DODAAC, the user can click on the “**Look Up**” button and type. The system default is 1 year from today’s date. However, the user can enter any valid date range. After entering desired qualifiers, the report will appear (with record types that have data displaying in a different color). To see the records under a particular record type, double click on the record type and the screen showing individual serial number will be displayed.

3.10 UPLOAD. This function allows users to send formatted text files to the PDREP database for updating of the system. Each night the PDREP database is updated to include information provided in these load documents. Select “**LOAD**” to add data to the alpha. Once load is depressed, a “**Select Data File**” window will appear. Select the file to be uploaded and hit the OK button. The percentage block will show the user how much of the file has been uploaded. Once upload is completed, hit the **Close** button to return to the main menu.

3.11 VIEW. View allows the user to display all the data fields in the database for an individual record. When the view button is selected, drop down menus for PDREP record types and DLA record types will appear. Select the record to view, by single clicking on the applicable drop down menu and select the desired record name. When a record name is selected, you will be asked to submit key data fields in order to access the record. Click on **RUN REPORT** after entering required data fields. The **CLEAR** button will erase data entered in data fields. Definitions for the data fields are found in Addendum A.

3.12 FEEDBACK. Allows the user to offer suggestions/comments on the PDREP application. Also allows the user to turn on/off the display of the screen when exiting PDREP.

3.12.1 Adding A Record:

1. Click on **FEEDBACK** button from the menu page
2. Select the ADD button
3. Fill in PROBLEM TITLE box, select appropriate application, give description of problem/suggestion in the NARRATIVE box
4. Fill in ORIGINATOR and ORIGINATOR DATE boxes
5. Click **SAVE DATA** button

3.12.2 Run Report:

1. Click on **RUN REPORT** button from the menu page
2. User *MUST* enter a date range
3. Select a Feedback Type (i.e., Open, Closed, All, etc.)
4. Enter user id to look at records submitted by user
5. Enter programmer’s id to see which programmer is assigned to the user’s report
6. Click on **RUN REPORT** button
7. Click on desired record to view

NOTE: Clicking on HOME button will exit you from FEEDBACK.

CHAPTER 4 - PRODUCT SUBSTITUTION FRAUD

4.1 PURPOSE. This chapter provides guidance for assisting investigations of product substitution fraud. Product substitution fraud is any willful substitution of products or materials, including adulteration or substitution of certification documents, that results in the acquisition of unauthorized materials.

4.2 BACKGROUND. Most unauthorized product substitution results from poor material, production control or both, or intentional substitution. Each instance of suspected fraud must be quickly evaluated and aggressively pursued until resolved and the potential impact on end-users must be reported. Appropriate corrective actions to purge unauthorized substitute material must be taken. Unauthorized product substitution affects the safety of personnel, the mission of ships and field activities, increases costs and reduces available resources.

4.3 GENERAL PROCEDURES

4.3.1 Reporting Procedures. Suspected product substitution fraud by a contractor shall be reported by cognizant field activities or headquarter codes through a cognizant Deputy Commander to the system command Inspector General. The Originator shall limit communications Originator to the Deputy Commander and the investigative agency contacted. If the allegations involve critical or time-sensitive material a telephone report should be initiated. NAVY IG HOTLINE 1-800-522-3451.

4.3.2 Exception: The Deputy Commander for Nuclear Propulsion (SEA 08) is responsible for all technical matters pertaining to nuclear propulsion of U.S. naval ships and craft including all aspects of integration of the nuclear plant into the ship system. SEA 08 will be consulted in all matters relating to or affecting the nuclear propulsion, plant, associated nuclear support facilities and vendors of the nuclear propulsion program.

4.3.3 Responsibilities and Actions. Actions to protect the government from the acquisition of fraudulently substituted products are the responsibility of the procuring activities. The Deputy Commander for Nuclear Propulsion (SEA 08) shall be consulted for all matters involving nuclear propulsion plant material.

a. Inspector General. Act as the command coordinating authority for all matters of suspected or verified product substitution fraud:

- (1) Conduct preliminary investigations to determine whether to proceed or terminate the case.
- (2) Coordinate with technical and legal personnel to assess the probability of criminal or civil prosecution. Define those cases, which should be handled administratively.
- (3) Coordinate with the Naval Investigative Service (NIS), as appropriate.
- (4) Ensure that the procuring activities consider appropriate administrative action(s).
- (5) Task cognizant authorities to prepare a remedies plan in accordance with SECNAVINST 5430.92 (series).

b. Deputy Commanders/Program Managers:

(1) Assist in investigation of alleged product substitution fraud as requested by either the SYSCOM Inspectors General, Naval Inspector General, or Naval Criminal Investigative Service.

(2) Provide technical guidance as required with regard to matters involving known or suspected non-conforming products.

(3) Determine viability of use of systems, equipment, components, material, or services that involve a suspected or known substitution.

(4) Provide liaison with field activities, shipyards and Supervisors of Shipbuilding points of contact, as appropriate.

(5) Ensure that field activity, Navy Shipyards and Supervisors of Shipbuilding (as appropriate) have material control procedures are adequate to prevent the use of non-conforming systems, equipment, components, material, or services.

(6) Assist cognizant authorities in preparing remedies plans, in accordance with SECNAVINST 5430.92 (series).

(7) Implement corrective action to preclude the use of suspected non-conforming systems, equipment, components, material, or services in ships.

(8) Provide for inspection of installed non-conforming systems, equipment, components, material, or services in ships and determine impact.

c. Command Contract Directorates. Provide guidance to command field contracting offices on dealing with suspected or verified fraudulent vendors and assure that appropriate actions are taken to protect the interest of the Government, including the forwarding of reports required by DFARS 3.409.

d. Office of Counsel. Provide legal guidance on product substitution cases. Provide liaison with Assistant U.S. Attorney and other legal agencies and points of contact on legal matters.

e. Shore Activities. Immediately advise NAVSEALOGCENDET Portsmouth, through the proper chain of command, of all suspected instances of product substitution. Advise SEA 00N of all suspected instances of product substitution fraud as specified in Paragraph 4.3.

f. NAVSEALOGCENDET Portsmouth - PDREP Functional Manager:

(1) When appropriate, notify and coordinate with cognizant command procurement, technical and acquisition directorates of suspected or verified cases of product substitution fraud.

(2) Provide data from PDREP to the program manager and Navy SYSCOMS Inspectors General, as requested, to assist in the investigation of product substitution cases. Data will be released to the Naval Criminal Investigative Service (NCIS) by the PDREP Functional Manager as authorized by the Navy SYSCOMS Inspectors General.

(3) During formal investigations, act as or coordinate for the command technical representative, and work with Government organizations involved. All parties shall ensure that proper confidentiality is maintained.

(4) Follow all steps and procedures as defined in NAVSEALOGCENDET Portsmouth Administrative Instruction AI-13, (series) - Subj: Procedures For Controlling, Monitoring, Investigating, and Reporting Suspected or Verified Fraud or Collusion by Vendors Supply Equipment, Material or Services to Any NAVSEASYSCOM (NOTAL 1).

4.3.4 Handling of Information. Unauthorized, premature or indiscriminate disclosure of information may compromise an ongoing investigation and damage the reputation of persons or companies that may be innocent of wrongdoing. All unclassified information shall be held close and shall be marked "FOR OFFICIAL USE ONLY". Classified information shall be processed in accordance with applicable security regulations.

4.4 DEFINITIONS.

Coordinating Authority. Coordinate information and actions associated with product substitution fraud.

Collusion. An agreement between two or more parties to defraud the Government or a Government representative of contractual or implied rights by the forms of law or to obtain an objective forbidden by law.

Fraud. Any willful means of taking or attempting to take unfair advantage of the Government, including, but not limited to, the following: deceit either by suppression of the truth or misrepresentation of a material fact; adulteration or substitution of materials or services; adulteration or substitution of material certification documents; falsification of claims, records or books of accounts; covert profits or commissions; false claims of weights or measures; false claims of deliveries; and conspiracy to use these devices. Other types of fraud include the offer or payment of bribes or gratuities; evasion or corruption of inspectors and other officials; conflicts of interest and unauthorized disclosure of official information directly connected with contract matters.

Product Substitution Fraud. Any willful substitution of products or material, including adulteration or substitution of certification documents that results in the acquisition of unauthorized material.

CHAPTER 5 - RED/YELLOW/GREEN (RYG) PROGRAM

5.1 PURPOSE. The RYG system provides government buyers and quality assurance specialists a source of contractor past performance information to reduce the risk of receiving non-conforming products and late deliveries. Contractors are classified as Red (high risk), Yellow (moderate risk), Green (low risk), or Neutral (no past performance data to classify); for the quality and delivery performance of each Federal Supply Classification or Federal Service Code (FSC) that the contractor has supplied to the government in the past. Based on this data, the RYG application makes adjustments to a contractor's offer to offset the government's costs in assuring a quality product is received on time. This document describes how to use RYG in source selection.

NOTE: RYG was designed for application to simplified acquisitions. RYG may be used in large purchases at the discretion of the procurement activity. RYG is only one of several past performance systems that are available to navy buyers and quality assurance specialists. Other systems include, but are not limited to, the Contractor Performance Assessment Reporting System (CPARS) and the Automated Best Value System (ABVS).

5.2 AUTHORITY. 48 Code of Federal Regulations (CFR) 9, 48 CFR 15, and 48 CFR 42 require that past performance be considered on competitive acquisitions. The CPARS, RYG program and letters to contractors are some of the tools available to evaluate vendor past performance.

5.3 RYG MANAGEMENT. The RYG program is sponsored by the ASN (RD&A) and the Deputy for Acquisition and Business Management (ABM). The program is directed by Naval Supply Systems Command (NAVSUP), Contracting Management Directorate (02); and administered by Naval Sea Systems Command Logistics Center Detachment (NAVSEALOGCENDET) Portsmouth. Questions about the program may be directed to Robert Desmerets, NAVSUP 02, Bldg. 309, Code 21A2, Mechanicsburg, PA 17055, DSN 430-2521, or commercial (717) 605-2521.

5.4 RYG BACKGROUND/DESCRIPTION.

5.4.1 Background. RYG is an outgrowth of the Navy's Product Data Reporting and Evaluation Program (PDREP). PDREP is a centralized system used by the Navy to manage its deficiency reporting systems and to collect and analyze contractor past performance data for use in the acquisition process. PDREP is the Navy's official repository of contractor product quality history data. Data comes from a variety of sources, including Navy activities, the Air Force, and the Defense Logistics Agency. The PDREP contractor past performance data that supports RYG is available via the internet to any authorized activity. To request access to PDREP/RYG visit the NAVSEALOGCENDET Portsmouth home page www.nslcptsmh.navsea.navy.mil or contact their Help Desk at DSN 684-1690, commercial (603) 431-9460, ext. 486.

5.4.2 RYG Concept. (refer to Figure 5-1). RYG uses PDREP past performance data to determine the degree of risk to the government of receiving non-conforming products. Assigning a color to a contractor's historical product quality performance and delivery performance on individual FSC indicates the degree of risk.

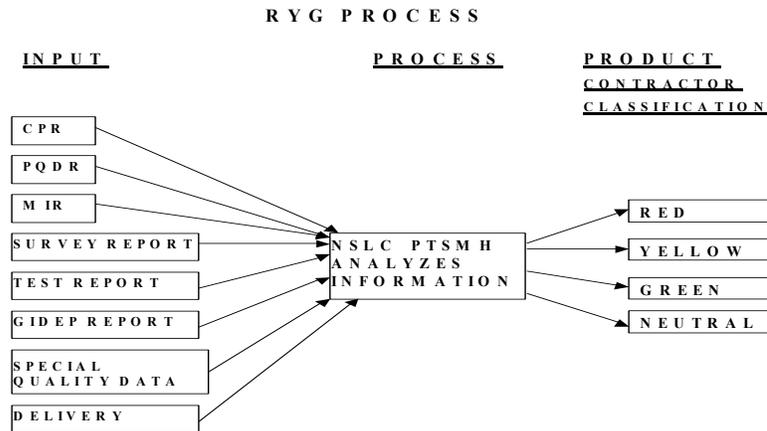


FIG. 5-1 RYG Process

Green Classification - indicates the contractor has demonstrated satisfactory performance in delivering a quality product or has demonstrated satisfactory capability to deliver on time for a specific FSC. Evaluation of quotations/proposals for award may continue in accordance with established acquisition regulations without consideration of unusual administrative actions. Factors other than past performance determine the offeror's eligibility for award.

Yellow Classification - indicates that the contractor has sufficient negative past performance for a specific FSC to require additional administrative actions aimed at reducing the risk of poor quality products and late deliveries to the government.

Red Classification - indicates that the contractor's negative past performance for a specific FSC is serious enough to require additional administrative actions aimed at reducing the risk of poor quality products and late deliveries to the government.

Neutral Classification - indicates first time offerors or offerors for whom current, up-to-date past performance is unavailable. Additional administrative actions may be needed.

The RYG Program and the Technical Evaluation Adjustments (TEAs) should be used primarily for Simplified Acquisition Procedures (SAP). The specialists who award contracts above the SAT will probably rely on other sources for past performance information (i.e., CPARS, Dunn & Bradstreet ratings, pre-award surveys, debarred list, etc.).

A TEA represents the Government's anticipated cost of additional administrative actions needed to reduce the risk of receiving a non-conforming product or late delivery from a Red or Yellow offeror. TEAs are added to an offeror's quoted price on a Red or Yellow FSC during the evaluation of quotations to determine the best overall purchase value for the government - "price and other factors considered." Use of the RYG program does not remove the responsibility of an activity to assure quality assurance functions are performed as necessary.

5.4.3 RYG System. The RYG system is a web-based application. To request access to the system, mail or fax a completed RYG User Access Request Form (see page 5) to NAVSEALOGCENDET Portsmouth.

Once a month, a PDREP computer program using pre-defined RYG classification criteria produces Red, Yellow, Green, or Neutral classifications for each FSC for which a PDREP contractor has product quality history (deficiency reports, inspection records, surveys, etc.) and delivery history. Information on companies newly classified “Red” or “Yellow” are put in a review file for seven days, in order to give the Procurement Quality Assurance (PQA) activities time to review the newly created classifications. Activities can submit a “hold” request to NAVSEALOGCENDET Portsmouth on classifications. Companies that have negative FSC classifications are notified and given three weeks to challenge the data that can be used in source selection. (See Figure 5-2 for the RYG Flow Chart).

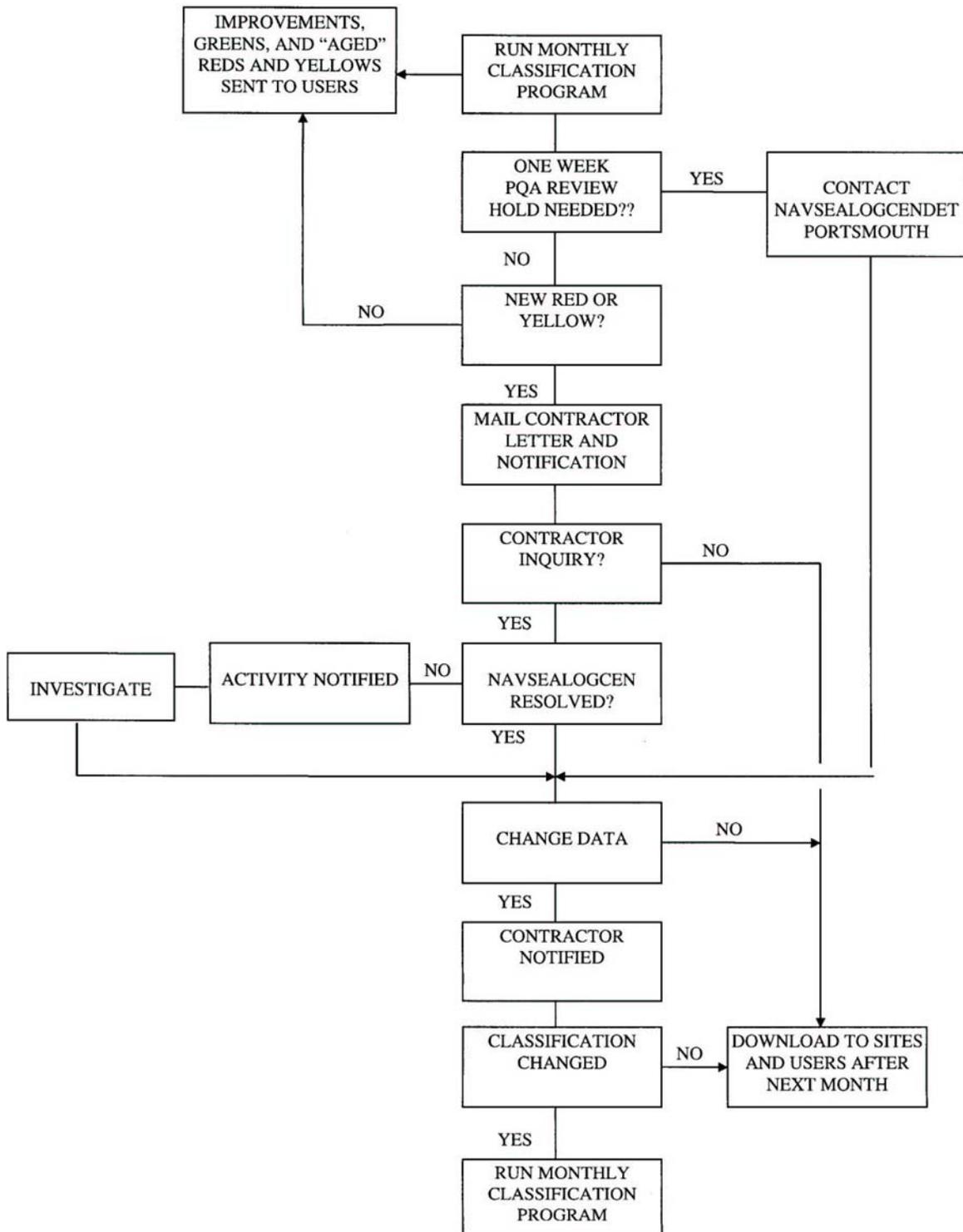


Fig. 5-2 RYG Flow Chart

Simply typing an FSC, Commercial and Government Entity (CAGE) code, and price of each offeror accesses TEAs. The program provides an adjusted price through automatic selection and application of standardized TEAs based on RYG classification.

Contractor inquiries about classifications or actions required to change classifications should be referred to NAVSEALOGCENDET Portsmouth, Federal Building, Suite 400, 80 Daniel Street, Portsmouth, NH 03801-3884 (DSN 684-1690 or (603) 431-9460, FAX (603) 431-9464).

Paragraph 5.7 contains detailed instructions on how to use the RYG web-based system.

5.5 RYG PROCESSES/PROCEDURES.

5.5.1 RYG Acquisition Procedures and General Policy. This section describes the policies that apply to the RYG acquisition procedures. Specific policies and processing details that apply to the individual procedures are in the sections that describe the procedures.

5.5.2 RYG Commodities. RYG applies to commodities used to build and maintain the Fleet, Air Force, and support organizations. Within these guidelines, activities using RYG shall choose the set of commodities that shall be subject to RYG acquisition procedures.

5.5.3 RYG Waiver. Once an activity selects a set of commodities for RYG procedures, all subsequent purchases of those commodities must follow the RYG procedures unless waived for an individual acquisition by the Chief of the Contracting Office or a designee not below a supervisory level. RYG acquisition waivers shall be reported in accordance with the RYG Reporting Requirements (see 5.5.7).

5.5.4 Responsibility Determination. RYG does not eliminate the requirement to make a determination of responsibility for every prospective contractor prior to award, or the requirement to include all documentation supporting the determination in the contract file. A contractor's RYG FSC classification does not determine a contractor's responsibility. Responsibility is based on the criteria established in FAR, part 9.

5.5.5 RYG Solicitations:

a. For the Navy:

(1) The solicitation shall contain a notice to offerors essentially as follows: "This procurement is part of the Navy's Contractor Evaluation System, Red/Yellow/Green Program. Award will be based on the Contracting Officer's decision as to which offer provides the best value to the Navy - price, past quality performance, and other factors considered. Details are provided in clauses 5252.213-9401 NOTICE TO PROSPECTIVE SUPPLIERS (April 1999) and 5252.213-9402 ADDITIONAL EVALUATION FACTOR FOR CONSIDERATION OF PAST PERFORMANCE - NAVY RED/YELLOW/GREEN PROGRAM (April 1999)."

(2) Section L of the solicitation shall include NAVSUP Clause 5252.213-9401 NOTICE TO PROSPECTIVE SUPPLIERS (April 1999), as written in NAVSUP Publication 592.

(3) Section M of the solicitation shall include NAVSUP Clause 5252.213-9402 ADDITIONAL EVALUATION FACTOR FOR CONSIDERATION OF PAST PERFORMANCE - NAVY RED/YELLOW/GREEN PROGRAM (April 1999), as written in NAVSUP Publication 592.

b. For the Air Force, the following AFMC FARS 5315.209-90 AFMC solicitation provisions and contract clauses will be used:

Section M. The Air Logistics Centers shall use the Navy's Red/Yellow/Green (RYG) vendor rating system for the collection of past performance information for spare acquisitions less than \$5M. The RYG database shall be used in the evaluation of past performance for competitive spare acquisitions equal to or below the Simplified Acquisition Threshold (SAT). The RYG database shall be used in conjunction with other sources of past performance information in competitive spare acquisitions greater than the SAT threshold but less than \$5M when past performance is an evaluation factor. The RYG database may be used in conjunction with the Contractor Performance Assessment Reporting System (CPARS) at the discretion of the Contracting Officer for competitive spare acquisitions equal to or greater than \$5M. RYG classifications for all applicable FSC(s) are established monthly for the contractor. The RYG database is maintained and operated by the Navy (however, AFMC provides monthly quality and delivery information on the contractor to the Navy). The contractor may address questions about the program or its FSC RYG classifications to the Naval Sea Logistics Center Detachment (NAVSEALOGCENDET) Portsmouth, Federal Building, Suite 400, 80 Daniel Street, Portsmouth, NH 03801-3884, telephone 603-431-9460, ext. 464, FAX 603-431-9464. The contractor may also access its individual FSC RYG classification through the automated vendor access program. To obtain automated access, written request must be submitted on company letterhead to NAVSEALOGCENDET Portsmouth at the above address. The request must include the contractor's name, title, company name, address, telephone number and Contractor and Government Entity (CAGE) code. The CAGE code is mandatory. In response, NAVSEALOGCENDET Portsmouth will provide the contractor, without charge, an individual password and information on accessing its individual data.

5.5.6 RYG Classification. RYG does not classify a contractor - it classifies a contractor's past product quality and delivery performance for the FSCs for which there is quality/delivery history in the PDREP database for the contractor. Because of this, a contractor may be Green for one FSC, Red for another, Yellow for a third, and "Neutral" for a fourth.

The intent of a Red or Yellow classification is to deter awards to contractors with a history of poor quality or late deliveries, but under no circumstances is a contractor to be barred from competing on a requirement because of a red or yellow classification.

NAVSEALOGCENDET Portsmouth should be contacted immediately if a Contracting Officer or quality department has valid, current information, which raises questions about the appropriateness of a contractor's FSC classification for an acquisition.

5.5.7 RYG Reporting Requirements. NAVSEALOGCENDET Portsmouth shall produce monthly usage reports to apprise OASN (RD&A) PI, NAVSUP, Code 21, and activities participating in RYG of the status of the program. Activities participating in RYG shall complete an RYG awards report for each RYG acquisition including waived acquisition. Activities participating in RYG shall report legal protests to NAVSUP, Code 21, Bldg. 309, Mechanicsburg, PA 17055, FAX (717) 605-6479.

5.5.8 RYG Technical Evaluations Adjustment (TEA) Procedures. RYG TEA procedures apply to all oral or written quotations for those commodities or FSCs chosen by each respective activity for inclusion in the RYG program.

The use of RYG Simplified Purchase Procedures for purchases made under established Blanket Purchase Agreements, impress fund purchases, and delivery orders against established contracts or with Government sources of supply - including mandatory sources, is at the discretion of the activity. If RYG procedures are used, the activity must issue a written, confirming purchase order if the acquisition changes the terms of the Blanket Purchase Agreement, contract, or purchase method.

Standardized TEAs shall not be applied to the quoted price in a sole source acquisition even if additional quality assurance functions are performed.

Waivers - refer to Section 5.5.3 - RYG Process/Procedures.

RYG acquisitions using TEAs shall include the clauses in attachment to advise potential sources of the RYG procedures that will be used in the evaluation process.

Standardized TEAs are automatically assessed and provide the evaluated price for each offeror. Determination of specific quality functions required to insure receipt of conforming products is the responsibility of the Contracting Officer.

Responsibility determination - see Section 5.5.4 - RYG Processes/Procedures.

5.5.9 RYG Greatest Value/Best Buy Procedures.

a. RYG Greatest Value/Best Buy (GV/BB) Procedures apply to negotiated, competitive solicitations when other than Technical Evaluations Adjustment Procedures are used.

b. In situations where "sealed bidding" procedures would otherwise be most appropriate for these requirements, the GV/BB technique using RYG criteria should be considered.

c. Activities may select the source selection/evaluation procedure best suited to their needs. However, when using RYG, appropriate considerations of price and RYG classifications are to be determined for individual acquisitions on a case-by-case basis. Source selection criteria shall not include any factors other than price and RYG classifications without prior written approval from the Chief of the Contracting Office.

d. Whenever possible, commodities subject to RYG shall be procured separately from non-RYG commodities. Where separation is impractical, non-RYG commodities shall be evaluated only on the basis of price. The source selection/evaluation plan shall reflect both source selection and evaluation methods.

e. The cognizant quality staff shall prepare a source selection/evaluation plan that includes the criteria for evaluating Red, Yellow, and Green FSCs. The Contracting Officer shall forward the plan to the procuring activity, along with the Acquisition Request, for review and approval.

f. Except where noted otherwise, procedures for source selection and evaluation shall generally be in accordance with NAVSUPINST 4200.79B.

g. Synopsis. When required for RYG acquisitions, the Commerce Business Daily synopsis shall state that, "While price is a factor in the evaluation of offerors, the final contract award decision will be based on a combination of factors, including past performance of the contractor whose price quotation is being evaluated". When a synopsis is not required (i.e., requirements under \$25K), potential offerors shall be advised of the RYG evaluation procedures orally.

5.5.10 RYG Classification Criteria. The following criteria determine which color rating the contractor will receive for a certain FSC:

Green - a Green quality classification means the contractor has demonstrated satisfactory performance in delivering a quality product for a specific FSC. A Green delivery classification means the contractor has demonstrated satisfactory on time delivery for a specific FSC. FSCs with this classification would normally receive an adjectival rating of "good" to "excellent".

Yellow - a Yellow quality classification means that the contractor has sufficient negative quality history for a specific FSC to require additional administrative actions aimed at reducing the risk of poor quality products being delivered to the Navy. A Yellow delivery classification means a contractor has sufficient late deliveries for a specific FSC to require additional administrative actions aimed at reducing the risk of receiving another late delivery. FSCs with this classification could receive an adjectival rating of "average", "good", or even "marginal" - depending on the number of quality or delivery problems and the severity of each.

Red - a Red quality classification means that the contractor's negative quality history for a specific FSC is serious enough to require approval of award at a level above the Contracting Officer. Previous experience with the contractor's commodity has yielded products that were less than satisfactory or totally unacceptable. A Red delivery classification for a specific FSC means that the contractor has been late a large amount of time and requires approval a level above the Contracting Officer. The normal adjectival rating would be "marginal" or "unacceptable".

Neutral Data - first time offerors or offerors for whom current, up-to-date quality or delivery performance history is unavailable are labeled "Neutral" contractors. A "Neutral" FSC shall be evaluated solely on the basis of "lowest price, technically acceptable". Activities are encouraged to request past performance data in the solicitation to be considered in the responsibility determination process. (See FAR 9.104 and DFAR 209-104-3 (c)).

RYG Classification Criteria**RED**

- A1 An open Bulletin that has been classified "Red"
- B1 An open critical Government Industry Data Exchange Program (GIDEP) report
- B2 3 or more open major GIDEP reports within 3 years
- C1 2 or more defective lots with an Assessed Defect Rate (ADR) of 9% or greater
- E1 More than 9 points total for PQDRs in the time frame
- F1 Latest Pre-Award Survey within one year, with a recommendation of "No Award" with no corrective actions provided
- G1 Latest open Survey that was conducted in the last 3 years that has "Unacceptable" ratable factors
- H1 Last 2 test reports in 3 years are unsatisfactory
- I1 Assessed Delivery Rate less than 65%

YELLOW

- A2 An open Bulletin that has been classified "Yellow"
- B3 1-2 open major GIDEP reports within 3 years
- B4 3 or more open minor GIDEP reports within 3 years
- C2 2 or more defective lots with an ADR > 3.6% and < 9%
- C3 Only one defective lot and ADR > 3.6%
- C4 2 or more defective lots with an ADR of 9% or greater and last 3 consecutive lots acceptable
- E2 5-9 points total for PQDRs in the time frame
- F2 Latest Pre-Award Survey within the last year where the quality and the overall recommendation are in conflict
- G2 Latest open Survey that was conducted in last 3 years that has "Accept with Corrections" ratable factors
- H2 Last test report in 3 years is unsatisfactory
- I2 Assessed Delivery Rate < 65% with last 3 deliveries on time
- I3 Assessed Delivery Rate < 65% and only 1 late delivery
- I4 Assessed Delivery Rate >= 65% and < 90%

GREEN

- C5 An ADR of 3.6% or less
- C6 2 or more defective lots with an ADR > 3.6% and < 9% and last 3 consecutive lots acceptable
- C7 Only one defective lot and ADR > 3.6% and last 3 consecutive lots acceptable
- F3 Latest Pre-Award Survey has a recommendation of "Award" in last year
- F4 A Pre-Award Survey with a recommendation of "No Award" and with corrective actions received and accepted in one-year
- G3 Latest Survey that was conducted in the last 3 years that has all "Acceptable" ratable factors
- G4 Latest Survey that was conducted in the last 3 years that has "Unacceptable" or "Acceptable with Corrections" ratable factors and has had corrective actions received and accepted
- H3 Last test report in 3 years is satisfactory
- I5 Assessed Delivery Rate >= 65% and < 90% with last 3 deliveries on time
- I6 Assessed Delivery Rate >= 90%
- J1 Contract Performance and no Quality Performance

5.5.11 RYG Access Requests. Users should submit a User Access Request Form (see page 5), selecting RYG Program, under Section B of the form.

5.5.12 Administrative Action Selection.

a. General:

(1) The information in this section is considered “source selection information”, and should be handled in accordance with FAR 3.104. This section lists the criteria used to evaluate contractor/FSC combinations. This section may be used in selecting the specific set of administrative actions to be applied as they relate to classification colors and reasons.

(2) These administrative actions are those normally used; however, there may be instances where additional actions may be needed, especially additional inspection.

(3) Receipt Inspection at Source signifies inspection by Navy personnel at the contractor's facility instead of the normal receipt at destination. Due to time, costs, and logistic constraints associated with material handling at destination and repackaging/reshipping for return of non-conforming material, it is often in the best interest of the Government to perform receipt inspection at source to prevent non-conforming material from leaving the contractor's facility.

(4) Government Source Inspection and Quality Assurance Letter of Instruction may not always be appropriate even though recommended. Neither is applicable when purchasing catalog or off-the-shelf items.

(5) Product Oriented Surveys are highly recommended, however, it is recognized that many activities do not have the capability or resources to perform them.

b. Administrative Actions:

- (1) Pre-Award Survey
- (2) Post-Award Conference
- (3) Product-Oriented Survey
- (4) Government Source Inspection
- (5) Source Receipt Inspection
- (6) Destination Receipt Inspection
- (7) Quality Assurance Letter of Instruction
- (8) Red Delivery Administrative Cost Estimate
- (9) Yellow Delivery Administrative Cost Estimate

Red Class Code	<u>Administrative Action(s)</u>	Yellow Class Code	<u>Administrative Action(s)</u>
A1	1, 2, 3, 4, (5 or 6), 7	A2	4, (5 or 6), 7
B1, B2	1, 2, 3, 4, (5 or 6), 7	B3, B4	4, (5 or 6), 7
C1	1, 3, 4, (5 or 6), 7	C2, C3, C4	4, (5 or 6), 7
E1	1, 2, 3, 4, (5 or 6), 7	E2	4, (5 or 6), 7
F1	1, 4, (5 or 6), 7	F2	1, 4, (5 or 6)
G1	1, 2, 4, (5 or 6), 7	G2	4, (5 or 6)
H1	1, 2, 4, (5 or 6),	H2	2, 4, (5 or 6), 7
I1	8	I2, I3, I4	9

5.6 RYG EVALUATION CRITERIA

5.6.1 Introduction. This section contains the RYG program evaluation criteria. It explains, in detail, each record type used in the RYG program and how classifications for each record type are determined. Navy PQA and NAVSEALOGCENDET Portsmouth responsibilities are also defined in this document. The following record types are currently used in determining RYG classifications:

- Bulletins
- Contract History (with no quality information)
- Delivery Data
- GIDEP Alerts
- Material Inspection Records (MIRs)
- Product Quality Deficiency Reports (PQDRs)
- Pre-Award, Product Oriented, QSR, and Special Surveys
- Test Reports

NOTE: Records used for RYG Classifications, have a RYG Indicator = "Y" (yes).

5.6.2 Record Descriptions

5.6.2.1 Bulletins. Bulletins are an alert issued to notify Naval activities of a specific contractor/commodity/specification problem. All Bulletins will be issued and reviewed by NAVSEALOGCENDET Portsmouth for determining whether or not the Bulletin warrants a "Red", "Yellow", or "No" RYG classification. This information will be stored in a field called Bulletin Classification Indicator. Criteria used to make this determination will be detailed in NAVSEALOGCENDET Portsmouth's Administrative Instruction (AI). In summary:

- a. The "RED" code will signify any contractor responsible problem that threatens safety, life, or mission capability.
- b. The "YELLOW" code will signify any contractor responsible problem that impacts scheduling, fleet readiness, or product integrity.

c. Once a contractor has received a “RED” or “YELLOW” classification, to be downgraded to insufficient the Bulletin Corrective Action Date must be entered; the Bulletin Classification Indicator changed to "03" (Not Applicable); or the Bulletin Classification Indicator is left blank.

d. Any Bulletin that is being investigated for responsibility will be coded 03 (N/A) until the issue is resolved.

Specific Bulletin Classification Criteria:

Time Frame: None

Color	Code	Reason
Red	A1	An open Bulletin that has been classified by NAVSEALOGCENDET Portsmouth as being "RED".
Yellow	A2	An open Bulletin that has been classified by NAVSEALOGCENDET Portsmouth as "YELLOW".
Green		There is no GREEN classification.

5.6.2.2 Contract Award Data. Contract award information is received from DCMA’s Mechanization of Contract Administrative Services (MOCAS) system, the Navy Mat System and the Air Force J041 System. These contracts are used when there is no quality information on which to base a classification in RYG. If there is no quality data (past three years) and there is contract data information, a contractor can be classified ‘GREEN’ for past performance. There are no Red or Yellow classifications for this category.

Specific Contract Award Classification Criteria:

Time Frame: 3 Years

EXCLUSIONS: Debarred/Suspended Vendors
Vendors on the DCMA Contractor Alert List

Color	Code	Reason
Green	J1	Contract performance data with no quality classification.

5.6.2.3 Delivery Data. Delivery information is received from Air Force and Naval Activities. Prior to using the delivery information in the classification process, we will run a test of the data - notifying contractors of their classification (had the data been used) and based on the analysis may or may not use the delivery information in the system. Delivery classifications are Red, Yellow, or Green based on the percentage of on time deliveries. Once a contractor has received a Red or Yellow classification, to be downgraded a classification; the three latest deliveries must have been received on time.

Specific Delivery Classification Criteria:

Time Frame: 3 Years

Color	Code	Reason
Red	I1	Assessed Delivery Rate < 65%
Yellow	I2	Assessed Delivery Rate < 65% and last three deliveries are on time.
Yellow	I3	Assessed Delivery Rate < 65% with only one late delivery.
Yellow	I4	Assessed Delivery Rate >= 65% and < 90%
Green	I5	Assessed Delivery Rate > 65% and < 90% and last three deliveries on time
Green	I6	Assessed Delivery Rate >= 90%

Assessed Delivery Rate Formula:

Points	Weight Factors
0	Delivery no more than 5 days late.
1	Delivery 6-30 days late.
1.5	Delivery 31-60 days late.
2	Delivery 61-90 days late.
2.5	Delivery > 90 days late.

Formula: $(1 - \text{Total Weight Factors} / \text{count}) \times 100$

5.6.2.4 Government and Industry Data Exchange Program (GIDEP). Any of several report types issued by GIDEP and for our purpose used to identify a particular hardware problem related to a specific contractor. Examples of GIDEP reports are GIDEP Alerts, Safe Alerts, Problem Advisories, and Agency Action Notices. Specific report usage within the RYG classification process will be defined in NAVSEALOGCENDET Portsmouth's Administrative Instruction. NAVSEALOGCENDET Portsmouth is the only activity entering GIDEP documents onto the CES database. NAVSEALOGCENDET Portsmouth will review each document prior to data entry and classify the problem (as defined in the GIDEP Administrative Instruction) as Critical, Major, Minor or Info:

Critical: The type of deficiency that indicates gross negligence or intentional contractor fraud (as indicated by indictment) and is usually accompanied by a total freeze on use of the component in question and/or a recall of all units shipped.

Major: The type of deficiency that is significant and/or indicates failure of the component whereby the contractor needs to take action for repair or replacement and the component is likely to be in use in a variety of applications or locations.

Minor: The type of deficiency that is cosmetic or of a nature whereby it does not have a significant impact on the function or use of the product.

For a previously classified document to be downgraded there must be a completion date entered and the GIDEP classification code must be changed to 04 (Informational). Any GIDEP document that is being

investigated for responsibility will be coded accordingly until responsibility has been assigned and the classification changed.

Specific GIDEP Document Classification Criteria:

Time Frame: Open Critical Report - None
 All others three years

Color	Code	Reason
Red	B1	An OPEN CRITICAL report (no time frame).
	B2	3 or more OPEN MAJOR reports within 3 years.
Yellow	B3	1-2 OPEN MAJOR reports within three years.
	B4	3 or more OPEN MINOR reports within 3 years.
Green	--	There is <u>no</u> Green classification.

5.6.2.5 Material Inspection Records (MIRs). The MIR is the process used to record results of government inspections conducted either at source or destination. The inspecting activity assigns each defective attribute a classification of Critical, Major or Minor as defined by MIL-STD-1916, drawings, or specifications. The worse defective class, as denoted on the MIR form under "DEFECT CLASS", determines the overall defect class to be used in the classification process. Based on the worse case classification of any defective attribute(s) within a lot, a Lot Assessment Factor is assigned (1 = Critical, 0.5 = Major, and 0.14 = Minor). The Lot Assessment Factor, in conjunction with the total number of inspected lots, determines the Assessed Defective Rate (ADR). The formula to determine the ADR is shown below. The Quality Assurance Division will have the MIR contractor responsible indicator changed to "U" when a MIR is being investigated for contractor responsibility. These MIRs will not be used to classify a contractor until responsibility has been determined.

Specific MIR Classification Criteria:

Time Frame: 3 years.

EXCLUSIONS: Contractor liable indicator is not 'Y'.
 Major contract items (NAVAIR, NAVSEA, SPAWAR)
 Inspection Attribute is 30 (wrong item shipped)

Color	Code	Reason
Red	C1	2 or more defective lots with an ADR of 9% or greater.
Yellow	C2	2 or more defective lots with an ADR $\geq 3.6\%$ and $< 9\%$.
	C3	Only one defective lot and ADR $\geq 3.6\%$.
	C4	2 or more defective lots with an ADR of 9% or greater and last three consecutive lots acceptable.

Green	C5	an ADR of 3.6% or less.
	C6	2 or more defective lots with an ADR >= 3.6% and < 9% and last three consecutive lots acceptable.
	C7	Only one defective lot and ADR >= 3.6% and last 3 consecutive lots acceptable.

Formula for Determining Assessed Defect Rate (ADR)

$$\frac{\text{SUM OF LOT ASSESSMENT VALUES}}{\text{(TOTAL NUMBER OF LOTS INSPECTED) + (2)}} \times 100 = \text{ADR (\%)}$$

Lot Assessment Factor is assigned based on LOT DEFECT CLASS:

Critical	= 1.0 point
Major	= 0.5 point
Minor	= 0.14 point

5.6.2.6 Product Quality Deficiency Reports (PQDRs). PQDRs will only be counted against a contractor if they are **contractor responsible, defect verified**, no more than three years old, and **CLOSED** (neither cancelled or administratively closed). A PQDR will be used to classify a contractor for a period of six to 18 months based on the preventive action submitted. Normally when a PQDR is closed contractor responsible it will be used for classification purposes for 12 months. If a PQDR is closed with either an unacceptable, unsatisfactory, or no Preventive Action (PA), it will be used for classification purposes for 18 months. If a PQDR is closed and the response provides specific corrective action to prevent recurrence and it's verified, then the PQDR will be used for classification purposes for six months. This will enable the program to recognize the different degrees of PA. PQDR classification time frame will begin from the date of closure. PQDRs are also given a weight factor based on criticality that will determine the number of points assigned to each PQDR (Category 1 = 5 points, Action Category 2 = 2 points, and Informational = 1 point). Any PQDR that is being investigated for contractor responsibility, will have the contractor responsible indicator set to "U" until the investigation is complete and the contractor is notified of the results of the investigation.

Specific PQDR Classification Criteria:

Exclude: Category II PQDRs linked to MIRs (these PQDRs duplicate the MIR classification, which takes precedence). Multiple NAVSUP RCNs will be counted only once per contractor (multiple signifies that the first 12 positions of the PQDR are the same, but a letter designator has been added to signify multiple contract numbers or lots). PQDRs issued on the same contract, FSC, CAGE, and report the same defective attribute(s) will be counted only once. PQDRs that are closed contractor liable, when the contractor is the government, or, when it's a private contractor and the government is liable, will be excluded.

Include: Action/Info, Contractor Responsible, Defect Verified, and Closed

Time Frame: Prepared within last 3 years and based on PREVENTIVE ACTIONS (see below)

Color	Code	Reason
Red	E1	More than 9 points total for PQDRs in the time frame.
Yellow	E2	Five to nine points total for PQDRs in the time frame. PQDR points are determined by the following:
		Category I 5 points
		Category II (Action) 2 points
		Category II (Info) 1 point

The following is the explanation and time frame for each preventive action type and the CODE block where information will be stored:

PA TYPE

TIME	EXPLANATION
01 - 6 mos	VERIFIED PA. Preventive action is in place and has been verified by the government (DLA/Navy) to determine its adequacy to prevent recurrence. The Screening Point shall supply this information at closing. A change to this code may result if appropriate information is received by NAVSEALOGCENDET Portsmouth personnel.
02 - 12 mos	SATISFACTORY PA. All preventive actions except those listed under Unsatisfactory and not identified by the Screening Point as "VERIFIED".
03 - 18 mos	UNSATISFACTORY PA.

5.6.2.7 Surveys - Pre-Award. Pre-Award surveys are a DoD vehicle used prior to an award of contract. Results of a pre-award are either a recommendation for award or no award. Since RYG was initiated, contractors have taken steps to correct reported problems that resulted in a "No Award" determination. DCMAO has notified the buying activity or NAVSEALOGCENDET Portsmouth when these areas have been corrected and the database is updated to reflect the contractor's latest status.

A new field "Quality Findings" will be added to the survey data entry form to designate the overall recommendation for the quality portion of the pre-award survey. At times, the quality recommendation may differ from the overall survey final determination (which can be based on Financial, Delivery, Production, etc.). The "Yellow" classification covers these differences.

Pre-Award Survey classifications are downgraded when corrective actions have been taken and verified by a government activity.

Any survey that is being investigated for contractor responsibility will have the Survey Vendor Assessment Code changed to 10 (Unknown) until the issue is resolved.

Specific Pre-Award Survey Classification Criteria:

Time Frame: 1 year

Color	Code	Reason
Red	F1	Latest Pre-Award Survey with a recommendation of "NO AWARD" with no corrective actions provided.
Yellow	F2	Latest Pre-Award Survey where the quality section recommendation and the overall survey recommendations are in conflict.
Green	F3	Latest Pre-Award Survey with a recommendation of "AWARD".
	F4	A Pre-Award Survey with a recommendation of "NO AWARD" and with corrective actions received and accepted.

5.6.2.8 Surveys - Product Oriented, Quality System Review (QSR) and Special. Navy and/or DLA personnel can conduct Product Oriented, QSR, and Special Surveys. These surveys give an overall view of a contractor's quality system. Survey classifications are downgraded when corrective actions have been taken and verified by a government activity. Any survey findings that are being investigated for contractor responsibility will have the Survey Vendor Assessment Code changed to 10 (Unknown) until the issue is resolved.

Specific Other Survey Classification Criteria:

Time Frame: Latest in three years

Color	Code	Reason
Red	G1	Latest OPEN Survey that was conducted in the last three years that has "UNACCEPTABLE" ratable factors.
Yellow	G2	Latest OPEN Survey that was conducted in the last three years that has "ACCEPT WITH CORRECTIONS" ratable factors.
Green	G3	Latest Survey that was conducted in the last three years that has all "ACCEPTABLE" ratable factors.
	G4	Latest CLOSED Survey that was conducted in the last three years that has "UNACCEPTABLE" or "ACCEPTABLE WITH CORRECTIONS" ratable factors.

5.6.2.9 Test Reports - First Article, Production Lot, And Periodic Tests. A First Article is pre-production models, initial production samples, test samples, first lots, pilot lots, or pilot models. The First Article test is the testing and evaluation of the first article for conformance with specified contract requirements before or in the initial state of production (FAR subpart 9.3). Production Lot Test is a sample from a contractor's production lot that is randomly selected and forwarded to the designated test activity specified in the contract (CES Processing Guide, part 6.8.2). Periodic Tests are performed to ensure that the required quality, reliability, and safety aspects of the product are maintained throughout production. Periodic sample(s) are samples from assemblies, which have passed the factory acceptance tests, and are selected by the Government representative. Sample selection(s) are based on the contractor's manufacturing schedule for that component (CES Processing Guide, part 6.8.3). A test report can only change classification if a new or second submittal is accepted. Any test report that is being investigated for

contractor responsibility will have the results indicator changed to "U" (Unknown) until the investigation is complete.

Specific Test Report Classification Criteria:

Time Frame: Three years

Color	Code	Reason
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Red	H1	Last 2 Test Reports in three years are UNSATISFACTORY.
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Yellow	H2	Last Test Report in three years is UNSATISFACTORY.
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Green	H3	Last Test Report in three years is SATISFACTORY.
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5.6.3 Combined Quality Classifications. All records used in the classification criteria are divided into two groups:

PRIMARY RECORDS: MIRs, PQDRs, Product Oriented, Quality System Review, and Special Surveys

SECONDARY RECORDS: Bulletins, GIDEP Alerts, Pre-Award Surveys, and Test Reports

All color determinations are based within an FSC. The following provides guidelines for determining a contractor's color within a specific FSC:

- a. When a contractor has both Primary and Secondary quality records, the worst color classification in each group will be used in determining the contractor's overall color.
- b. If there is only one group (Primary or Secondary) classified, the worst color classification in that group will be the overall classification color.
- c. When the Primary and Secondary quality records have the same color classification, that is what the overall color will be.

d. When there is a combination of Primary and Secondary quality record classifications, the following table determines the Overall Color Classification:

<u>PRIMARY CLASSIFICATION</u>	<u>SECONDARY RECORD CLASSIFICATION(S)</u>	<u>OVERALL COLOR</u>	
Red	N/A	Red	
Yellow	Green	Yellow	
	Yellow	Yellow	
	One Red	Yellow	
	Two or more Red	Red	
Green	Green or none	Green	
	One Yellow	Green	
	Two or more Yellow	Yellow	
	One or two Red	Yellow	
	More than two Red	Red	
PRIMARY RECORD	Red	Yellow	Green
MIR-REC	C1	C2/C3/C4	C5/C6/C7
QDR-REC	E1	E2	--
SRV-TYPE = 03/04/05	G1	G2	G3/G4
SECONDARY RECORD	Red	Yellow	Green
BUL-REC	A1	A2	--
SPQ-REC (GIDEP)	B1/B2	B3/B4	--
SRV-TYPE = 01	F1	F2	F3/F4
SPQ-TEST-TYPE = 02	H1	H2	H3

5.6.4 POA PERSONNEL. Based on experience, activities will develop internal procedures that address the FSCs and quality levels (e.g., MIL-I-45208 contracts, or non MIL-I-45208 contracts, etc.) as it applies to RYG.

Pre Classification:

- a. Determine MIR criticality.
- b. Review preventive action to determine PQDR time frame.
- c. Submit data to the CES database.

During RYG Classification Cycle:

- a. If desired, review classifications during 7-day review.
- b. Notify NAVSEALOGCENDET Portsmouth of any errors and submit corrections.
- c. In special instances, advise NAVSEALOGCENDET Portsmouth (with justification) to "HOLD" a contractor's classification or a specific record. NAVSEALOGCENDET Portsmouth will identify to all

activities those contractors with pending Red or Yellow letters (i.e., newly classified or changed Red or Yellow classifications) seven days prior to contractor notification. Within seven days of receipt of NAVSEALOGCENDET Portsmouth notification, an activity may submit, a written request to NAVSEALOGCENDET Portsmouth to withhold RYG classification letters for particular contractors. These written requests should be limited to cases where the Navy is currently involved in efforts to improve the performance of such contractors, or if it is in the best interests of the Navy to withhold such classifications. NAVSEALOGCENDET Portsmouth will honor all such requests. These requests should be used infrequently.

- d. When requested, participate in Review Board Process.

Post Classification:

- a. Determine involvement in RYG program.
- b. Advise contracting which contract/bid/offeror packages QA wishes to review.
- c. Waive RYG procedures in unique circumstances.

5.6.5 NAVSEALOGCENDET Portsmouth.

Pre Classification:

- a. Prepare NAVSEA data for submittal to the PDREP database.
- b. Assure that data is entered onto the PDREP database.
- c. Notify activities of records that do not meet edits.

RYG Classification Cycle:

- a. Run monthly classification program (which generates the file for review by government activities, labels, letters, enclosures, and reports). Letters are not mailed to the contractors until after the seven-day review cycle (see CLERK under Post Classification).
- b. Make review file available in ad-hoc reports. This file identifies to all activities those contractors with pending Red or Yellow letters (i.e., either newly classified or changed Red or Yellow classifications) seven days prior to contractor notification. NAVSEALOGCENDET Portsmouth will honor request for holding classifications, when justification is received in writing and within seven days of posting new classifications. These requests should be used infrequently, and NAVSEALOGCENDET Portsmouth shall monitor this process. NAVSEALOGCENDET Portsmouth shall notify the appropriate command (NAVSEA 07, 08, etc.), if these requests become excessive, or if a particular classification is withheld for an excessive period of time. If the activity submitting a written request to withhold a classification is not the Originator of the majority of the data (i.e., nuclear vs. non-nuclear), then NAVSEALOGCENDET Portsmouth may withhold the requesting activity's data and issue a classification letter based solely on the other activity's data.

- c. After the seven day activity review:
 - Produce labels, letters, and enclosures.
 - Produce classification report for NAVSEALOGCENDET Portsmouth.

Post Classification:

INTERFACE WITH NAVY AND AIR FORCE ACTIVITIES:

Work with activities during 7-day review cycle. Upon receipt of NAVSEALOGCENDET Portsmouth notification, an activity may submit within seven days a written request to NAVSEALOGCENDET Portsmouth to withhold RYG classification letters for particular contractors if the Navy is currently involved in efforts to improve the performance of such contractors or if it is in the best interests of the Navy to withhold such classifications.

INTERFACE WITH NAVSEALOGCENDET PORTSMOUTH'S IT DIVISION:

Prepare RYG Hold Request Form for documented and justified requests for hold. Submit the RYG Hold Request Form to IT Division.

Prepare a RYG Record Change Form (being developed) for a record that will be investigated for responsibility. Submit the RYG Record Change Form to IT Division.

INTERFACE WITH CONTRACTORS:

Work with contractors during their 3-week review.
Work with activities to resolve raised issues.

IT DIVISION:

Hold Requests:

Put a "HOLD" on CAGE with requested FSC(s) as requested by the RYG Hold Request Form (process to be developed). Notify RYG Program Manager that "HOLD" is in place. We must make sure the contractor is not notified and that no classification is downloaded to the PCs. The RYG Hold Request Form will have an effective date.

Record Changes:

Enter data changes requested on the RYG Record Change.
Rerun single classification(s) as necessary.
Update the RYG database as necessary.
Produce labels, letters, and enclosures for changes.

Clerk:

Put labels on envelopes.
Stuff envelopes and mail.
Maintain database programs required to run RYG.

5.7 RYG APPLICATION. The RYG system was developed by NAVSEALOGCENDET Portsmouth and is a web-based application. To access the application, users must have an internet browser. Menus are presented on the computer screen to show you what to type to perform any of the RYG functions. The main functions of the system are to:

- Provide contractor's classifications

Assign Technical Evaluation Adjustment (TEA) costs to offers
 Make automatic adjustments
 Report on the use of the system
 Provide access to new Red and Yellow classifications, prior to contractor notification.

5.7.1 Accessing the RYG Application. The RYG Program is accessed via the internet at www.nslcptsmh.navsea.navy.mil. To gain access, a user access request form must be completed and faxed to the NAVSEALOGCENDET Portsmouth. NAVSEALOGCENDET Portsmouth will provide a user id and password, upon receipt of the completed user access request form. Once a user id and password are provided:

- a. Go to the NAVSEALOGCENDET Portsmouth home page www.nslcptsmh.navsea.navy.mil and select "RYG" under **Web Applications**.
- b. Select "**Click here to Logon**" from the PDREP RYG home page. The PDREP login screen is used for all PDREP web applications (including RYG). Enter the assigned user id (case sensitive). Use the tab key to move to the next input field. Enter the assigned password (case sensitive). Click the '**Login**' button.

5.7.2 Welcome Screen. Once the user has successfully logged into the NAVSEALOGCENDET webpage, the welcome screen will appear. The user then has the option to access any application to which they have been granted access.

5.7.3 Change Password. To change the PDREP/RYG password, click "**Change Password**" located on the NAVSEALOGCENDET Portsmouth's welcome page. The following screen will appear. Enter the old password. Enter the new password. Confirm the new password by entering the new password again. Click "**Change Password**". Click "**OK**". Click "**Back to Welcome Page**". Click "**Logout**" to return to this lesson.

REMEMBER: Passwords may be alphanumeric. Password length must be between 8-15 characters. The last 4 passwords may not be re-used.

5.7.4 Simplified Acquisitions Threshold (SAT). The SAT evaluation program adds the standard Technical Evaluation Adjustments (TEAs) to the contractor's FSC offer(s) to show the additional costs the Government will bear to get the quality required for the product or service offered by the contractor on time. The TEA is a dollar figure added to the quoted price for a Red or Yellow FSC classification. The FSC offer(s) and TEAs are added together, sorted in ascending order by adjusted cost, and displayed to show adjusted low offeror.

The SAT screen will appear when SAT is selected from the navigational bar. Required fields are noted with an asterisk. Enter Solicitation Number and Buyer's Code. Enter appropriate FSC(s) and CAGE code(s). Click "**Evaluate**". The SAT evaluation will display with the total adjusted offer amount. Click "**View Report**" to pre-view the report before clicking "**Save Changes**" to save the report to the database. At that time, the display will be cleared of data. Click "**OK**". Click "**Menu**" to return to the PDREP menu.

5.7.5 Above Simplified Acquisition Threshold (ASAT). The ASAT evaluation program is used to evaluate offers when selecting a source above the Simplified Acquisition Threshold where standard TEAs

are not effective in displacing low offeror's with poor past performance. Offeror's CAGE, FSC and offer price are entered and computer sorted, based on combined color classifications, showing the offeror that offers the best past performance. The user inputs the final selection from this sorted list of offerors.

Click "**RYG**" located on the PDREP welcome page. Click "**ASAT**" on the RYG welcome page. Enter Solicitation number and Buyer's Code. Enter Appropriate FSC(s). Enter desired CAGE codes and Amount Offered. Click "**Evaluate**". The ASAT evaluation will display. Click "**View Report**" to preview the report. Click "**Save Changes**" to save the report to the database. Click "**OK**". Click "**Menu**" to return to the PDREP menu.

5.7.6 Awards. For each award made utilizing the RYG system, a record must be completed. The data from the report form is one of the measures of success for the RYG program. With the information obtained from the sites, NAVSEALOGCENDET Portsmouth will generate management reports showing the trends resulting from the use of RYG. The report data is stored on the PDREP database. To view an award solicitation, click "**RYG**" on the PDREP welcome page. Click "**Award**" on the RYG welcome page. Enter desired criteria (i.e., awards by date, buyer's code, or, all awards by activity). Click "**Search**". The user will then click on the record they wish to view.

5.7.7 Reports. The following pre-defined reports may be generated using the RYG application:

- a. Classifications by CAGE Code Report display the contractor's RYG quality and delivery FSC classifications for a specified CAGE code.
- b. Classifications by Name Report display the contractor's RYG quality and delivery FSC classifications for a specified Contractor's Name (or partial name).
- c. Classifications by FSC Report displays RYG quality and delivery FSC classifications for a specified FSC code.
- d. Detailed Classifications Report displays RYG color and reason(s) for quality and delivery FSC classifications for a specified CAGE code.
- e. Debarred Contractors Report displays a listing of all debarred/suspended contractors.
- f. RYG Review File Report contains a listing of newly classified Red and Yellow contractors/FSCs (which are being reviewed by the contractors and not yet published to the contracting offices) indicating nuclear involvement.

5.7.7.1 The Classifications by CAGE Code Report displays RYG Quality and Delivery FSC classification(s) for a specified CAGE code.

To generate a Classification by CAGE Code Report, click "**RYG**" located on the PDREP welcome page. Click "**Reports**" located on the RYG welcome page. Click "**Classifications**" from the RYG report page. Enter a contractor's CAGE code. Select Sort Order from the drop down box (CAGE code, Company Name, FSC Color, or Color Code). Click "**Run Report**" and the report displays. Click the back arrow at

the top left of the screen to return to the RYG report page. Click "**Menu**" to return to the PDREP welcome page. Click "**Logout**" to return to this lesson.

5.7.7.2 The Classifications by FSC Report displays RYG quality and delivery classifications for a specified Federal Stock Classification (FSC) code. To generate a Classification by FSC Report, click "**RYG**" located on the PDREP welcome page. Click "**Reports**" on the RYG welcome page. Click "**Classifications**" from the RYG report page. Enter the desired FSC. Select the desired Sort Order from the drop down box (CAGE Code, Company Name, FSC Color, or Color Code). Click "**Run Report**" and the report displays. Click the back arrow at the top left of the screen to return to the report page. Click "**Menu**" to return to the PDREP welcome page. Click "**Logout**" to return to this lesson.

5.7.7.3 The Classifications by Contractor Name Report displays the contractor's RYG FSC delivery and quality classification(s) for a specified contractor name. To generate a Classification by Contractor Name Report, click "**RYG**" from the PDREP welcome page. Click "**Reports**" located on the RYG welcome page. Click "**Classifications**" from the RYG report page. Enter the desired Contractor Name (partial name, if desired). Select the desired Sort Order from the drop down box (CAGE Code, Company Name, FSC Color, or Color Code). Click "**Run Report**" and the report displays. Click the back arrow at the top left of the screen to return to the RYG report page. Click "**Menu**" to return to the PDREP welcome page. Click "**Logout**" to return to this lesson.

5.7.7.4 The Detailed Classifications Report displays the color and reason(s) for quality and delivery classifications for a CAGE code. To generate a Detailed Classification Report, click "**RYG**" located on the PDREP welcome page. Click "**Reports**" on the RYG welcome page. Click "**Detailed Classifications**" from the RYG report page. Enter the desired CAGE code. Click "**Run Report**" and the detailed report displays. To generate another report, click the back arrow at the top left of the screen to return to the report page. Click "**Menu**" to return to the PDREP welcome page. Click "**Logout**" to return to this lesson.

5.7.7.5 The Debarred Contractors Report displays a listing of all debarred/suspended contractors. To generate a Debarred Contractors Report, click "**RYG**" located on the PDREP welcome page. Click "**Reports**" on the RYG welcome page. Click "**Debarred Contractors**" on the RYG report page. Click "**Run Report**" and the report will display. Click the back arrow at the top left of the screen to return to the report page. Click "**Menu**" to return to the PDREP menu. Click "**Logout**" to return to this lesson.

5.7.7.6 The RYG Review File Report contains a listing of newly classified Red and Yellow contractors/FSCs and indicates if they have nuclear involvement. To generate a RYG Review File Report, click "**RYG**" located on the PDREP welcome page. Click "**Reports**" on the RYG welcome page. Click "**Review File**" located on the RYG report page. Click "**Run Report**" and the review file report will display. Click on any FSC and a RYG Profile will display showing the basis of the Yellow or Red Classification. Click the arrow at the top left of the screen to return to the Report page. Click "**Menu**" to return to the PDREP menu. Click "**Logout**" to return to this lesson.

5.7.8 RYG Help provides definitions of RYG terms. To use RYG Help click "**RYG**" from the PDREP welcome page. Click "**Help**" from the RYG welcome page and the list of RYG terms displays. Click the term to be defined and the definition displays. To leave the Help page, go to the bottom of the screen and click the desired function from the menu.

CHAPTER 6 - CRITICAL SUPPLIER PROGRAM

6.1 PURPOSE. To establish the Critical Supplier Program and ensure audit oversight review of suppliers classified as "Critical Suppliers" and to provide a cost-effective method of sharing supplier audit information between prime contractors and DoD activities.

6.2 APPLICABILITY. This procedure applies to all participating agencies in the Critical Supplier Program.

6.3 DEFINITIONS. Critical Suppliers are suppliers so designated by the Critical Supplier Program; participants are based on consideration of the following:

- a. Purchased material complexity
- b. Purchased material criticality (i.e., Level 1, SubSafe, relationship to ship/reactor/crew safety, mission readiness, mission accomplishment capability, etc.)
- c. Purchased material/components that cannot be verified at receipt and if later found to be non-conforming would significantly impact ship schedule

6.4 PARTICIPANTS. Participation in the Shipbuilding Critical Supplier Program is open to NAVSEA, Naval Inventory Control Point, public and private shipyards who have a responsibility to monitor the acquisition of material and a contractual requirement to audit their suppliers. The initial participants as listed herein monitor their suppliers to higher level quality standards such as NAVSEA 0924-062-0010 Rev C, NAVSEA 0948-LP-045-7010 and others. Primary participants include, but are not limited to, Naval Sea Systems Command, General Dynamics Electric Boat, Newport News Shipbuilding, Naval Inventory Control Point, Portsmouth Naval Shipyard, Norfolk Naval Shipyard, Puget Sound Naval Shipyard and Intermediate Maintenance Facility, Pearl Harbor Naval Shipyard and Intermediate Maintenance Facility and the Defense Contract Management Agency (DCMA). Critical supplier audits are focused primarily on process control.

6.5 PROCEDURES:

a. Electric Boat Corporation will maintain the combined list of Navy and private industry critical suppliers. The listing is posted on Electric Boat's website http://www.gdeb.com/suppliers/sect_5/toc.htm as the Shared Supplier Program. Naval Sea Logistics Center Detachment (NAVSEALOGCENDET) Portsmouth website <http://www.nslcptsmh.navsea.navy.mil> shall maintain a link to the Electric Boat web-page. Each participant will review the list of critical suppliers at least annually for additions/deletions based on changing business conditions.

b. Each critical supplier shall be audited for all applicable processes. Audit lead activities will strive to audit assigned vendors every two years. Process audits will be conducted randomly, but should always be planned in conjunction with on-going work at the supplier's facility.

6.6 AUDIT RESPONSIBILITIES:

a. Each participant in the Critical Supplier Program will be responsible for auditing all suppliers, which are unique to that participant (i.e., single activity suppliers). Audited activities, which are common to

more than one participant, will be divided among the participants on a voluntary basis as the need for on-site supplier visits becomes known. Whenever possible, critical supplier audits will be conducted in conjunction with other scheduled site visits such as source inspection or vendor interface visits.

b. The local DCMA representative shall be notified prior to audit and will be requested to participate. When practical, government audit lead activities may request the local DCMA representative perform the audit function for them. DCMA representatives are encouraged to participate in these Critical Supplier audits whenever possible.

c. SUPSHIP may request DCMA participation as a team member in the audit functions. E-mail or telephone will accomplish notification by the SUPSHIP for DCMA participation in “lead activity” audits. Even if not a team member, SUPSHIP may request DCMA representatives to verify corrective actions of audit findings. Requests for corrective action verification will be accomplished by formal correspondence.

d. SUPSHIP, through a Letter of Delegation, may request DCMA representatives to independently perform certain process audits. SUPSHIP will determine whether a process audit is warranted and the need and extent of DCMA action.

e. Independent process audits performed by DCMA at critical suppliers, or other suppliers with LI/SS or Nuclear Plant Material (NPM) contracts, as a part of that agency’s normal surveillance activity shall be included in the Critical Supplier program and shall be entered into the Critical Supplier Database. The activity conducting the process audit is responsible for documenting audit checklist, reporting the audit results, acceptance and closeout of corrective action.

6.7 REPORTING AUDIT RESULTS AND FOLLOW-UP ACTIONS.

a. NAVSEALOGCENDET Portsmouth has agreed to act as an audit clearinghouse to record and maintain audit results in a single database that can be shared with all Critical Supplier program participants. Audit results will be stored in the Navy’s PDREP database. Participants shall record the results of Critical Supplier Program audits in the form of checklists developed by program participants and maintained by Electric Boat Corporation. The PDREP application has made these checklists available to all participants so that summary information may be entered on-line directly into the PDREP database. Access to this system is available through the NAVSEALOGCENDET Portsmouth website www.nslcptsmh.navsea.navy.mil listed as the Supplier Audit Program. If an activity is not able to enter the information directly, then copies of the hard copy report shall be sent to NAVSEALOGCENDET Portsmouth for data entry.

b. Initial audit results should be posted within ten days after completion of the audit. Any audit report that indicates that corrective action is required will remain “Open” in the PDREP database until the Critical Supplier program participant’s evaluator agrees that the non-conforming process has been corrected. The activity that performed the audit or the audit lead activity (for audits delegated to DCMA) is responsible for ensuring that closing actions (i.e., notification that non-conforming processes have been corrected) are either posted to the PDREP database on-line or forwarded to NAVSEALOGCENDET Portsmouth via hard copy within 15 days of the corrective action acceptance. In the event that an audit is done in which an auditor indicates an Alert, NAVSEALOGCENDET Portsmouth will notify NAVSEA. NAVSEA 04XQ will review the audit and determine what action(s) are needed if any.

6.8 REPORT RETRIEVAL. Critical Supplier Program audits are included as Supplier Audit Program data as part of each supplier's PDREP profile. They are also available for retrieval as individual audit records from the NAVSEALOGCENDET Portsmouth home page. Completed Audit Cover sheets of suppliers who have agreed to participate as a subcontractor under the Prime Contractor partnership program, will be made available to both Government activities and Prime Contractors through the web. If the supplier has not agreed to such participation, the PDREP application is structured to ensure that information shall not be released to prime contractors. Critical Supplier Program audits shall not be used as evaluation criteria in the Navy's RYG risk assessment program. The intent is to encourage the supplier to improve his processes voluntarily rather than use the audits as another rating scale to be used in comparison with other suppliers.

NOTE: The RYG Risk Assessment Committee is in the process of assessing the feasibility of using Critical Supplier Program audits as evaluation criteria.

6.9 RETENTION OF CRITICAL SUPPLIER PROCESS AUDIT INFORMATION. Critical Supplier audits will remain accessible, as active records from the PDREP database, for a minimum of three years from audit completion. Audit completion is either audit completion date when no findings are issued or acceptance date of all audits requiring corrective actions.

NAVSO MANUAL ADDENDUM A

		PAGE
SECTION ONE	DATA FIELD DEFINITIONS	2
SECTION TWO	CODE VALUES	58
SECTION THREE	ACRONYMS/ABBREVIATIONS	80

SECTION ONE
DATA FIELD DEFINITIONS

RECORD INDEX	PAGE
BULLETINS	4
CAGE	5
CONTRACT AWARD DATA	6
CONTRACT DELIVERY DATA	7
CONTRACTOR ALERT LIST (CAL)	8
DLA CDCS CLOSED RECORDS	8
DLA CDCS OPEN RECORDS	10
DLA COMPLETED PVP TESTS	11
DLA CONTRACT TECHNICAL DATA	13
DLA CONTRACT TERMINATION CODES	13
DLA QEP CONTRACT Q REQUIREMENT	14
DLA QEP FIRST ARTICLE TEST	15
DLA QEP POST AWARD/QSR/QSMV	16
DLA QEP QALI	17
DLA QEP SPECIAL QUALITY DATA	17
DLA QEP WAIVERS/DEVIATIONS	18
DODAAC	19
FSC	20
GIDEP ALERTS	20
MIR/PQDR JEOPARDY	21
MATERIAL INSPECTION RECORDS	21
METHOD C/D/E	24
NSN	25
NUCLEAR DATA	25
POINT OF CONTACT	26
PRIME CONTRACTOR DATA	27
PROBLEM REPORTING/CSRS	28
PROCESS AUDIT REPORTS	29
PRODUCT QUALITY DEFICIENCY REPORT	31
PURCHASE REFERRALS	41
QUALIFIED PRODUCTS LIST	42
QUALITY ASSURANCE LETTERS OF INSTRUCTIONS	42
RYG AWARD DATA	43
RED/YELLOW/GREEN CURRENT	44

RECORD	PAGE
RED/YELLOW/GREEN HISTORY	46
RED/YELLOW/GREEN NAVSS	47
RED/YELLOW/GREEN NAVSSES BY SMIC	47
RED/YELLOW/GREEN PENDING	48
REFERENCE CODES	49
SPECIAL QUALITY DATA	49
SUPPLY DEFICIENCY REPORT	51
SURVEYS	50
TEST REPORTS	55
WAIVERS/DEVIATIONS	56

BULLETINS: A record issued by NAVSEALOGCENDET Portsmouth to alert Navy procuring, technical, or using activities of significant quality problems by generating a Bulletin. It may be issued for commodity, systems, or contractor related problems.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	6	DODAAC of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, found on DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CLASSIFICATION	NUM	1	Indicates if record should be classified Yellow or Red and used in RYG.
CLASSIFICATION LITERAL	CHAR	40	Displays the literal for the classification code.
COLOR CODE	CHAR	1	Indicates if the classification is (R)ed, (Y)ellow, or (G)reen.
COLOR LITERAL	CHAR	15	Indicates an Open Bulletin has been classified as either Red or Yellow.
COMPANY NAME	CHAR	36	Name of the company as found in the DLA Cataloging Handbook H4/H8.
COMPLETION DATE	DATE	9	Date that all Bulletin actions are completed.
CORRECTIVE ACTION COMP DATE	DATE	9	Date that corrective actions are completed.
FSC	CHAR	4	Code of the Federal Supply Classification referenced in the record.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
ISSUE DATE	DATE	9	Date the report was issued.
NARRATIVE	LONG		Detailed explanation of the record findings/actions.
SERIAL NUMBER	CHAR	7	Bulletin letter serial number that can be found on the referenced hard copy.
SUBCONTRACTOR CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) for a sub-contractor, if any.
UPDATE ACTIVITY	CHAR	12	User code of an individual updating a record on-line or the DODAAC of the activity updating the record in batch.
UPDATE DATE	DATE	9	Date record was last updated on database.

CAGE: (Contractor and Government Entity). This record consists of a contractor's company name, address, and point of contact information.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
BUSINESS SIZE CODE	CHAR	1	
CAGE CODE	CHAR	5	Contractor and Government Entity code (CAGE), as found on DLA Cataloging Handbook H4/H8 for the contractor or government activity.
CHANGE IND	CHAR	1	Indicates if contractor's RYG History FSC classification has changed since the previous sweep.
CITY	CHAR	20	Name of city where the contractor is located.
COMPANY NAME (1)	CHAR	25	First line of the company's name.
COMPANY NAME (2)	CHAR	25	Second line of the company's name.
COMPANY NAME (3)	CHAR	25	Third line of the company's name.
COMPANY POC NAME	CHAR	30	Name of POC at the company.
CONTRACT ADMIN OFFICE	CHAR	6	DODAAC of the Contract Administration Office (CAO) for the contractor.
COUNTRY CODE	CHAR	2	Abbreviation for countries other than USA (see Section 3.16 CAGE).
DEBARMENT CODE	CHAR	1	Code for the type of debarment/suspension (see Section 3.16 CAGE).
DEBARMENT DATE	DATE	9	Date until debarment is effective.
DUNS NUMBER	CHAR	9	A Dunn and Bradstreet registration number.
GOVERNMENT IND	CHAR	1	Indicates whether or not a contractor is also a government activity.
MANUFACTURER IND	CHAR	1	Indicates whether or not a contractor is a manufacturer.
PO BOX NUMBER	CHAR	7	Post Office Box Number, if applicable.
POINT OF CONTACT FIRST NAME	CHAR	16	Point of Contact first name.
POINT OF CONTACT LAST NAME	CHAR	20	Point of Contact last name.
REPLACE CAGE CODE	CHAR	5	A CAGE code which points to the very next cage code held by a contractor.
SMALL BUSINESS CODE	CHAR	1	Indicates whether or not a contractor is classified as a Small or Disadvantaged Business.
STATE	CHAR	2	State abbreviation (see Section 3.16).
STATUS	CHAR	1	A code indicating the current status of the investigation (see Section 3.16).
STREET ADDRESS	CHAR	36	Street address of contractor, if applicable.
TELEPHONE NUMBER	NUM	12	Contractor's telephone number, including area code.
UPDATE DATE	DATE	9	Date on which the record was changed due to an update.
ZIP CODE	CHAR	5	First five positions of the zip code.
ZIP CODE EXTENSION	CHAR	4	Sixth through ninth positions of the zip code.

CONTRACT AWARD DATA: This record consists of delivery information and contract award information that demonstrates the performance of a contractor throughout the contract period.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	12	DODAAC or User code of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
AWARD DATE	DATE	9	Date contract was awarded.
CAGE CODE	CHAR	5	A five position Contractor and Government Entity (CAGE) code for the contractor referenced in the record.
CONTRACT ACTIVITY	CHAR	6	Activity that initiated the contract.
CONTRACT ADMIN OFFICE	CHAR	6	DODAAC of the CAO for the contract.
CONTRACT ITEM NUMBER	CHAR	6	Contract line item associated with the award.
CONTRACT NUMBER	CHAR	28	An identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. Consists of Contract DODAAC, Serial Number and Order Number.
CONTRACT ORDER NUMBER	CHAR	13	Contract order number associated with the award.
CONTRACT REQUIRED DATE	DATE	9	Date product is to be delivered.
DELIVERY DATE	DATE	9	Date product is received.
DOLLAR VALUE	NUM		Value of awarded contract.
FSC	CHAR	4	A four position Federal Supply Classification (FSC) code, from the FSC indexes Cataloging Handbook H2, for the deficient material.
NIIN	CHAR		The National Item Identification code for the contract.
QUANTITY	NUM		Number of pieces in contract.
UNITS	CHAR	2	Number of pieces received.
UPDATE ACTIVITY	CHAR	12	User code of an individual updating a record on-line or the DODAAC of the activity updating the record in batch.
UPDATE DATE	DATE	9	Computer generated date indicating the date of the most recent revision to the record.
USED IN RYG	CHAR	1	Indicates whether record should be used in RYG evaluation.

CONTRACT DELIVERY DATA: Delivery information, received from Contracting Activities, used to evaluate a contractor’s Contract Line Item (CLN) “on time” percentage.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	6	DODAAC of the activity adding the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8, of the contractor referenced in the report.
CONTRACT ACTIVITY	CHAR	6	Activity that initiated the contract.
CONTRACT ADMIN OFFICE	CHAR	6	The Department of Defense Activity Address Code (DODAAC) of the Contract Administrative Office (CAO) for the contract.
CONTRACT ITEM NUMBER	CHAR	6	Contract line item associated with the award.
CONTRACT NUMBER	CHAR	28	Unique number assigned to the contract consisting of the government activity’s Department of Defense Activity Address Code (DODAAC), contract fiscal year, instrument code, contract sequence and line item.
CONTRACT ORDER NUMBER	CHAR	11	Contract order number associated with the award.
CONTRACT REQUIRED DATE	DATE	9	Date product is to be delivered.
CONTRACT SERIAL NUMBER	CHAR	7	The underlying contract serial number of the contract number assigned by the contract issuing activity.
DELIVERY DATE	DATE	9	Date product is received.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
NIIN	CHAR		The National Item Identification code for the contract.
UPDATE ACTIVITY	CHAR	12	User code of an individual updating a record on-line or the Department of Defense Activity Address Code (DODAAC), from DoD 4000.25-6-M, the activity updating the record in batch.
UPDATE DATE	DATE	9	Computer generated date indicating the date of the most recent revision to the record.

CONTRACT ALERT LIST (CAL): CAL contains information collected from DCMA. The list serves as a notice that condition exists at the contractor's facility, which the contracting officer should consider prior to awarding a contract.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8, of the contractor referenced in the report.
CITY	CHAR	20	Name of the city where the activity is located.
COMPANY NAME	CHAR	36	Name of the company as found in the DLA cataloging Handbook H4/H8.
PREPARATION DATE	DATE	9	Date report was prepared.
REASON CODE	NUM	2	Code for reason for placement on the CAL report.
STATE	CHAR	2	State abbreviation for the activity's location.
STATUS CODE	CHAR	1	Code from Appendix B for the recommended actions or contractor status on the CAL report.

DLA CDCS CLOSED RECORDS

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTION CODE	CHAR	2	Applicable to Defense Supply Center only.
ACTION OFFICE	CHAR	3	The action office processing the complaint.
ADDED DATE	DATE	9	Date the CDCS record was added to the PDREP database.
CAGE CODE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
CAUSE	CHAR	2	A two-position summary code identifying the cause of the customer complaint.
CAUSE COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding cause of the customer complaint.
CLOSED DATE	DATE	9	The date the complaint is closed in CDCS.
COMMENTS DATE	DATE	9	The date the comments were entered in CDCS.
COMPLETION DATE	DATE	9	The date the complaint is completed with a response to the customer.
CONDITION CODE	CHAR	1	The status of the material in terms of readiness.
CONTRACT NUMBER	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity's Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
CONTROL NUMBER	CHAR	9	The unique number assigned to the complaint by the DLA supply center or depot.
CORRECTION CODE 1	CHAR	2	A two-position summary code to identify action taken to preclude recurrence.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CORRECTION CODE 2	CHAR	2	Same as Correction Code 1.
CORRECTION CODE 3	CHAR	2	Same as Correction Code 1.
CORRECTION COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding corrective/preventive action.
DISCREPANCY	CHAR	2	A two-position summary code to identify the type (e.g., quality) of complaint.
DISCREPANCY COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding the type of complaint.
DISCREPANCY QTY	NUM	5	The number of discrepant items reported on the complaint.
DISPOSITION	CHAR	2	A two-position summary code to identify the final disposition of the customer complaint.
DISPOSITION COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding final disposition of the complaint.
DOCUMENT REPORT NUMBER	CHAR	15	Report Control Number assigned by the Originator of the report. DLA Depots do not use this number.
DOCUMENT TYPE	CHAR	1	A one-position numeric value, which identifies the type of complaint. These are identified in CDCS/PVP Search.
NSN	CHAR	15	National Stock Number (NSN) - comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
NAME	CHAR	40	Name of the person at the DLA supply center who is the point-of-contact for the complaint.
NOMENCLATURE	CHAR	20	Identifies the noun name of the NSN, local stock number or part number reported in the complaint.
ORIGINATOR CODE	CHAR	6	The customer's DODAAC or Routing Identifier Code (RIC) of shipping activity.
PHONE NUMBER	CHAR	15	The phone number for the point-of-contact at the DLA supply center.
RECEIVED DATE	DATE	9	The date the supply center received the complaint.
REPORT CONTROL NUMBER	CHAR	14	The RCN assigned by the Originator of the report.
SHIPPING ACTIVITY	CHAR	3	RIC activity shipping the discrepant material.
TOTAL VALUE	NUM	8	Total value of the complaint.
UNIT VALUE	NUM	7	Price per unit issue of discrepant item.
WORK CENTER ACTION OFFICE	CHAR	3	The action office investigating the complaint.

DLA CDCS OPEN RECORDS

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTION CODE	CHAR	2	Applicable to Defense Supply Center only.
ACTION OFFICE	CHAR	3	The action office processing the complaint.
ADDED DATE	DATE	9	Date the CDCS record was added to the PDREP database.
CAGE CODE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
CAUSE	CHAR	2	A two-position summary code identifying the cause of the customer complaint.
CAUSE COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding cause of the customer complaint.
COMMENTS	CHAR	9999	Complaint narrative. Information provided based on investigation and point-of-contact for the complaint.
COMPLETION DATE	DATE	9	The date the complaint is completed.
CONDITION CODE	CHAR	1	The status of the material in terms of readiness.
CONTRACT NO	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.
CONTROL NO	CHAR	9	The unique number assigned to the complaint by the DLA supply center or depot.
CORRECTION CODE 1	CHAR	2	A two-position summary code to identify action taken to preclude recurrence.
CORRECTION CODE 2	CHAR	2	Same as Correction Code 1.
CORRECTION CODE 3	CHAR	2	Same as Correction Code 1.
CORRECTION COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding corrective/preventive action.
DISCREPANCY	CHAR	2	A two-position summary code to identify the type (e.g., quality) of complaint.
DISCREPANCY COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding the type of complaint.
DISCREPANCY QTY	NUM	5	The number of discrepant items reported on the complaint.
DISPOSITION	CHAR	2	A two-position summary code to identify the final disposition of the customer complaint.
DISPOSITION COMMENTS	CHAR	60	A short comment for the DLA supply centers to provide more specific information regarding final disposition of the complaint.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
DOCUMENT REPORT NUMBER	CHAR	15	Report Control Number assigned by the Originator of the report. DLA Depots do not use this number.
DOCUMENT TYPE	CHAR	1	Identifies the type of complaint. These are identified in CDCS/PVP Search.
NSN	CHAR	15	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
NOMENCLATURE	CHAR	20	Identifies the noun name of the NSN, local stock number of part number reported in the complaint.
ORIGINATOR CODE	CHAR	6	The customer's DODAAC or RIC of shipping activity.
RECEIVED DATE	DATE	9	The date the supply center received the complaint.
REPORT CONTROL NO	CHAR	14	The RCN assigned by the Originator of the report.
SHIPPING ACTIVITY	CHAR	3	RIC activity shipping the discrepant material.
TOTAL VALUE	NUM	8	Total value of the complaint.
UNIT VALUE	NUM	7	Price per unit issue of discrepant item.

DLA COMPLETED PVP TESTS

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	Date the CDCS record was added to the PDREP database.
CDCS CONTROL NUMBER	CHAR	9	The unique control number assigned by the Defense Supply Center or Depot (from the CDCS database).
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CONTRACT DODAAC	CHAR	6	The first six positions of the contract number. This is the DODAAC of the procuring activity.
CONTRACT NUMBER	CHAR	13	Procurement Instrument Identification Number (may include call/delivery order and/or line item number).
CONTRACTOR RESPONSIBLE	CHAR	1	Defense Supply Center's determination of contractor responsibility for failures.
CRITICAL	CHAR	1	Indicates whether or not the item is used in a critical application (end use).
DEFECT CLASS	CHAR	1	For test failures, the supply center will indicate whether critical, major, or minor.
DESCRIPTION			Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ENTRY POINT	CHAR	4	The supply center depot, or test center in which the test profile is entered.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FAILED CHARACTERISTIC	CHAR	2	Characteristic that failed, (e.g., chemical, electrical).
LINE ITEM	CHAR	4	Contract line item number the item was procured on.
LOT SIZE	NUM	9	Lot size represented by the test.
NSN	CHAR	15	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
NOMENCLATURE	CHAR	21	Name or description of the NSN.
NONCONFORMANCE CODE	CHAR	1	Identifies the basic cause for the nonconformance.
NUMBER CRITICAL	NUM	6	Identifies the number of critical nonconforming parts.
NUMBER MAJOR	NUM	6	Identifies the number of major nonconforming parts.
NUMBER MINOR	NUM	6	Identifies the number of minor nonconforming parts.
NUMBER TESTED	NUM	6	Identifies the number of parts tested.
PVP NUMBER	NUM	10	PVP tracking number.
PASS/FAIL	CHAR	1	Test passed or failed.
PHONE	CHAR	10	DSN phone number of the POC for test.
PREPARER	CHAR	25	The name of the POC for test.
Q-REQUIREMENT	CHAR	1	Quality requirement on Department of Defense Contract.
RANDOM TEST	CHAR	1	Random or non-random test. Random (R) = Sample selected from entire population of NSNs for a given time period. Non-random (N) = Any other type of selection.
SUB LOT	CHAR	1	Indicates if sample was drawn from a homogeneous lot (S) or from a single contractor/contractor (L).
TEST DATE	DATE	9	The date the test was performed.
TEST REPORT NUMBER	CHAR	15	Unique number assigned by the entry point of laboratory.
UNIT COST	NUM	11	Unit cost for the NSN tested.
UPDATE DATE	DATE	9	Date the test report was updated in PDREP.
WSDC	CHAR	3	Weapon System Designator Code.

DLA CONTRACT TECHNICAL DATA

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACQUISITION METHOD CODE			
ACQUISITION METHOD SUFFIX CODE			
ADDED DATE	DATE	9	Date the CDCS record was added to the PDREP database.
CRITICAL ITEM CODE			
FLIGHT SAFETY INDICATOR			
ITEM NAME			
NSN			
PLACE OF INSPECTION CODE			
QUALITY CONTROL CODE			
SPECIAL PROCEDURE CODE			

DLA CONTRACT TERMINATION CODES

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	Date record was added to database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CANCELLATION DATE	DATE	9	Date the contract was cancelled.
CONTRACT NO	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity's Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Handbook H2.
NSN	CHAR	20	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
TERMINATION CODE	CHAR	1	Code which indicates that a contract/contract line item has been or will be terminated.

DLA QEP CONTRACT Q-REQUIREMENTS: Identifies the quality requirement invoked by contract number (e.g., standard inspection) that are transferred from the Defense Logistics Agency’s Quality Evaluation Program (QEP).

NAME ELEMENT	TYPE	LEN	DESCRIPTION
ACCEPT SITE	CHAR	1	Used to identify whether the contract/NSN invoked acceptance at Origin (S) or acceptance at Destination (D).
ACQUISITION QA	CHAR	1	Identifies whether the Acquisition Quality Assurance was performed at Origin (S) or Destination (D).
ADDED DATE	DATE	9	Date the Contract Q Requirement record was added to PDREP.
COC	CHAR	1	“Y” is used to indicate if a Certificate of Conformance is used for this contract/NSN.
COMMENTS	CHAR	9999	Used by the DLA supply centers to provide additional information regarding the contract/NSN.
CONTRACT NUMBER	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity’s Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
ITEM SPEC	CHAR	25	Used to identify the specification the NSN was procured to.
NOMEN	CHAR	35	Identifies the nomenclature or noun name of the NSN, local stock number or part number.
NSN	CHAR	20	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
PKG SPEC	CHAR	25	Used to identify the packaging specification for the NSN.
PRIME CAGE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
Q-REQUIREMENT	CHAR	1	Identifies the contract quality requirement used to procure the NSN.
QEP ESTABLISHED DATE	DATE	9	Date the record was established in the DLA QEP database.
SUB CAGE	CHAR	5	This is the CAGE code (H8) for the subcontractor, if applicable.

DLA QEP FIRST ARTICLE TEST: First article test results from the DLA Quality Evaluation Program (QEP) that are transferred from the Defense Logistics Agency’s Quality Evaluation Program (QEP).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	Date the QEP First Article Test record was added to PDREP.
COMMENTS	CHAR	9999	Used by the DLA supply centers to provide additional information regarding the First Article Test.
CONTRACT AWARD DATE	DATE	9	Date contract was awarded to the prime contractor.
CONTRACT NUMBER	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity’s Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
NSN	CHAR	17	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
PRIME CAGE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
QEP ESTABLISHED DATE	DATE	9	Date the record was established in the DLA QEP database.
QUAL SUBSTITUTE	CHAR	1	Quality Substitute - A “Y” is entered to indicate first article requirements were included in the contract in lieu of qualification.
STATUS 1	CHAR	1	Identifies the status or results of the First Article Test.
STATUS 1 DATE	DATE	9	The date the status of the First Article Test was entered in the system.
STATUS 2	CHAR	1	Identifies the status or results of the First Article Test for a re-submission.
STATUS 2 DATE	DATE	9	The date the status or results of the First Article Test was entered in the system for a re-submission.
STATUS 3	CHAR	1	Identifies the status or results of the First Article Test for a 2 nd re-submission.
STATUS 3 DATE	DATE	9	The date the status or results of the First Article Test was entered in the system for a 2 nd re-submission.
SUB CAGE	CHAR	5	This is the CAGE code (H8) for the subcontractor, if applicable.

DLA QEP POST AWARD/QSR/QSMV: Includes post award surveys, Quality Systems Reviews (QSRs) and Quality Systems Management Visits (QSMVs) that are transferred from the DLA's QEP.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	CHAR	9	Date the QEP Post-Award/QSR/QSMV record was added to PDREP.
COMMENTS	CHAR	9999	Used by the DLA supply centers to provide a brief description of the action.
CONTRACT NUMBER	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity's Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
NSN	CHAR	17	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
POST AWARD DATE	DATE	9	The date of the post-award conference, if applicable.
PRIME CAGE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
QEP ESTABLISHED DATE	DATE	9	Date the record was established in the DLA QEP database.
QSMV(1) COMMENTS	CHAR	9999	Used to document significant results/findings emphasizing those requiring corrective action for each Quality Systems Management Visit (QSMV).
QSMV(1) DATE	DATE	9	The date of the latest QSMV, if applicable.
QSMV(2) COMMENTS	CHAR	9999	Used to document significant results/findings emphasizing those requiring corrective action for each Quality Systems Management Visit (QSMV).
QSMV(2) DATE	DATE	9	The date of the latest QSMV, if applicable.
QSMV(3) COMMENTS	CHAR	9999	Used to document significant results/findings emphasizing those requiring corrective action for each Quality Systems Management Visit (QSMV).
QSMV(3) DATE	DATE	9	The date of the latest QSMV, if applicable.
QSR COMMENTS	CHAR	9999	Used to document significant results/findings emphasizing those requiring corrective action for each Quality Systems Review (QSR).
QSR DATE	DATE	9	The date of the latest QSR, if applicable.
SUB CAGE	CHAR	5	This is the CAGE code (H8) for the subcontractor, if applicable.

DLA QEP QALI: Quality Assurance Letters of Instruction (QALI) that are transferred from the Defense Logistics Agency's Quality Evaluation Program (QEP).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTION DATE	DATE	9	The date the QALI was issued.
ADDED DATE	DATE	9	The date the QALI record was added to PDREP.
COMMENTS	CHAR	9999	Used by the DLA supply centers to explain the major issues covered in the QALI.
CONTRACT NUMBER	CHAR	17	Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity's Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
NSN	CHAR	13	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
PRIME CAGE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
QEP ESTABLISHED DATE	DATE	9	Date the record was established in the DLA QEP database.
REASON FOR QALI (1) REASON FOR QALI (2) REASON FOR QALI (3)	CHAR	1	DLA supply centers will enter up to three reasons the QALI is required.
SUB CAGE	CHAR	5	This is the CAGE code (H8) for the subcontractor, if applicable.

DLA QEP SPECIAL QUALITY DATA: Special quality data, such as a Method C transferred from the Defense Logistics Agency's quality Evaluation Program (QEP).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTION DATE	DATE	9	The date any Special Quality Assurance action was taken.
ADDED DATE	DATE	9	The date the Special Quality record was added to PDREP.
COMMENTS	CHAR	9999	Used by the DLA supply centers to explain the Special Quality Assurance Action.
CONTRACT NUMBER	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity's Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.

NSN	CHAR	17	National Stock Number (NSN)-comprised of a four position Federal Supply Classification (FSC) from the FSC Indexes Cataloging Handbook, H2 and a nine position National Item Identification Number (NIIN).
PRIME CAGE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
QEP ESTABLISHED DATE	DATE	9	Date the record was established in the DLA QEP database.
SPECIAL QA NUMBER	CHAR	1	Unique number entered by the DLA supply centers to identify the Special Quality Action.
SUB CAGE	CHAR	5	This is the CAGE code (H8) for the subcontractor, if applicable.

DLA QEP WAIVERS/DEVIATIONS: Includes waivers/deviations (and results) that are transferred from the Defense Logistics Agency's Quality Evaluation Program (QEP).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	The date the record was added to PDREP.
COMMENTS	CHAR	9999	Used by the DLA supply centers to provide a brief description of the waiver/deviation.
CONTRACT NUMBER	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity's Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
NSN	CHAR	17	National Stock Number (NSN)-comprised of a four position FSC and a nine position National Item Identification Number (NIIN).
NONCONFORM DATE	DATE	9	The date of the nonconformance action.
NONCONFORM TYPE	CHAR	1	This is the type of the waiver or deviation.
PCO ACTION	CHAR	1	A code indicating the action taken by the PCO. "A" is approved and "D" is disapproved.
PRIME CAGE	CHAR	5	This is the CAGE code (H8) for the prime contractor awarded the contract.
QA RECOMMENDATION	CHAR	1	A code indicating the action recommended by the Quality Assurance element. "A" is approved and "D" is disapproved.
QEP ESTABLISHED DATE	DATE	9	Date the record was established in the DLA QEP database.
SUB CAGE	CHAR	5	This is the CAGE code (H8) for the subcontractor, if applicable.
WAIVER/DEVIATION NUMBER	CHAR	1	The DLA supply centers will enter the number of the waiver/deviation.

DODAAC: The Department of Defense Activity Address Code (DODAAC), from DoD 4000.25-6-M, that uniquely identifies a unit, activity or organization that has the authority to requisition and/or receive material. The first position designates the particular Service/Agency element of ownership. This record contains activity address information.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTIVITY GROUP	NUM	2	Groupings of Navy facilities by function or type (see Section 3.16-DODAAC Reporting Activity Group).
ACTIVITY HEAD TITLE	CHAR	40	Title of the Head of the activity (e.g., Director, President, CPO).
ACTIVITY NAME (1)	CHAR	40	Name of the activity.
ACTIVITY NAME (2)	CHAR	40	Second line for the activity's name.
ACTIVITY SHORT NAME	CHAR	20	A short title for the activity.
ADMIN OFFICE IND	CHAR	1	Indicates whether or not the activity has CAO responsibilities.
CITY	CHAR	20	Name of city where the activity is located.
DCMD	CHAR	2	Abbreviation for the Defense Contract Management District (DCMD) under which a Defense Contract Management Administration Office (DCMAO) is included.
DODAAC	CHAR	6	Department of Defense Activity Address Code.
PO BOX NUMBER	CHAR	7	Post Office Box number, if applicable.
RYG CONTRACT INDICATOR	CHAR	1	Indicates if the contractor's FSC classification has changed since the previous sweep.
SYSCOM CODE	NUM	2	Code representing the SYSCOM/branch of the service under which the activity is grouped.
STATE	CHAR	2	State abbreviation for the activity's location.
STREET ADDRESS (1)	CHAR	40	Street address of activity (first line).
STREET ADDRESS (2)	CHAR	40	Street address of activity (second line).
ZIP CODE	NUM	5	First five positions of the zip code for the activity.
ZIP CODE EXTENSION	NUM	4	Positions 6-9 of the activity's zip code.

FSC: This report gives a brief description of the Federal Stock Classification code, including a long name for the commodity.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
EXCLUSIONS	CHAR	9999	Commodities excluded under the classification.
FSC	CHAR	4	A four position Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FULL DESCRIPTION	CHAR	40	A long name for the commodity.
INCLUSIONS	CHAR	9999	Commodities included under the classification.
NOTES	CHAR	9999	Additional information concerning the FSC.

GIDEP ALERTS: (Government and Industry Data Exchange Program) reports are issued to exchange information among participating agencies about non-conforming products, components, processes, or materials. The use of GIDEP helps eliminate instances where agencies acquire products and materials previously identified as non-conforming by other agencies.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	6	DODAAC of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
COMPANY NAME	CHAR	36	Name of the company as found in the DLA Cataloging Handbook H4/H8.
COMPLETION DATE	DATE	9	Date GIDEP has all actions completed.
DEFECT CLASS	NUM	2	Code for the criticality degree of the defect.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Handbook H2.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
ISSUE DATE	DATE	9	Date the GIDEP report was issued.
NARRATIVE	LONG		Detailed explanation of the test.
SERIAL NUMBER	CHAR	6	Unique number assigned to each GIDEP report.
UPDATE ACTIVITY	CHAR	12	User code of an individual updating a record on-line or the DODAAC of the activity updating the record in batch.
UPDATE DATE	DATE	9	Date the record was last updated on the PDREP database.

MIR/PQDR JEOPARDY: A record that matches MIR and PQDR data.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CONTRACT DODAAC	CHAR	6	The DODAAC of the activity that initiated the contract.
CONTRACT NUMBER	CHAR	17	This is the Procurement Instrument Identification Number used to acquire the NSN. The contract number is comprised of the contract activity's Department of Defense Activity Address Code (DODAAC), a seven-position contract serial number, and contract order number, if applicable.
PQDR RCN	CHAR	16	The PQDR, if reported, issued on a rejected lot. The PQDR RCN is comprised of a six position RCN DODAAC, two position RCN YEAR, four position RCN SERIAL NUMBER, and two position RCN SEQUENCE NUMBER.
REPORTING DODAAC	CHAR	6	Department of Defense Activity Address Code (DODAAC) of the reporting activity.
SERIAL NUMBER	CHAR	8	Unique serial number comprised of the year (two positions) and the activity assigned serial number (six positions).

MATERIAL INSPECTION RECORDS: A document generated as the result of a technical inspection of hardware or software by a Navy representative at the manufacturer's plant or upon receipt at destination in accordance with a Navy or local directive or instruction.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	12	DODAAC or user code of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
COG	CHAR	2	A two character alphanumeric cognizant code, from the federal Supply Catalog ML Management Data List C1 Vol. 2.
CALL NUMBER	CHAR	15	NAWCAC Indianapolis special number used for contract designation.
CERTIFYING ACTIVITY DESIGNATOR	CHAR	2	Designator provided in NAVSEA 0948-LP 045-7010 Vol. 1 SubSafe material only.
CITY	CHAR	20	Name of the city where the activity is located.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
COMPANY NAME	CHAR	25	Name of the company as found in the DLA Cataloging Handbook H4/H8.
CONTRACT ADMIN OFFICE	CHAR	6	Activity who has contract administration over referenced contract.
CONTRACT DODAAC	CHAR	6	The contract DODAAC is the DODAAC of the activity that initiated the contract.
CONTRACT NUMBER	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.
DEFECT CLASS	NUM	2	Code for the criticality degree of the defect.
DEFECTIVE REPORT NUMBER	CHAR	20	Internal Defective Material Report number for rejected lots.
DEFECTIVE UI	NUM	6	Number of units that were inspected and found defective.
DOCUMENT NUMBER			
DOLLAR VALUE RECEIVED	NUM	7	Whole dollar value of the inspected lot.
DOLLAR VALUE REJECTED	NUM	7	Whole dollar value of the units rejected based on the reported inspection.
DRAWING NUMBER	CHAR	25	Drawing number on which the material was procured.
FSC	CHAR	4	Code (Federal Supply Classification) for the material referenced in the record.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
FABRICATION SPECIFICATION	CHAR	25	Specification required by the contract for material fabrication.
GOVT SOURCE INSPECT IND	CHAR	1	Indicates whether or not the contract has GSI invoked.
GRADE	CHAR	15	Type or grade of material.
HEAT NUMBER	CHAR	10	Heat, batch, or lot number providing traceability of material to its objective quality evidence.
INSPECTION ATTRIBUTE	NUM	2	Code for the attribute inspected.
INSPECTION DATE	DATE	9	Date the inspection was performed.
INSPECTION TYPE	CHAR	1	Code for the type of inspection performed on the attribute.
INSPECTION UNITS	NUM	6	Number of units inspected per attribute.
JML MRB	CHAR	15	Job Material List (JML) or Material Review Board (MRB).
JOB ORDER	CHAR	10	Job order number.
KEY OP	CHAR	10	Suffix of job order.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
LOT SIZE	NUM	6	Total number of product units in the lot to which the MIR pertains.
LOW SERIAL NUMBER	NUM	3	Indicates lowest number for a range of MIR numbers covered by one MIR document.
MATERIAL ID CODE DESIGNATOR	CHAR	6	MIC for piping systems as found in NAVSEA Manual 0948-LP-045-7010 (SEA only).
MATERIAL LEVEL CODE	NUM	2	Code for the level of essentiality (SEA item) (see Section 3.16).
MATERIAL MARKED	CHAR	10	
MATERIAL SPECIFICATION	CHAR	25	Specification required by the contract for the material.
NIIN	CHAR	9	National Item ID Number code for the item.
NATIONAL STOCK NUMBER (NSN)	CHAR	20	National Stock Number comprised of COG, FSC, NIIN, and SMIC.
NOTES	CHAR	15	Notes written about the inspection.
PQDR RCN	CHAR	16	The PQDR, if reported, issued on a rejected lot. The PQDR RCN is comprised of a six position RCN DODAAC, two position RCN YEAR, four position RCN SERIAL NUMBER, and two position RCN SEQUENCE NUMBER.
PROCEDURE	CHAR	8	Number of inspection procedures.
RFI	NUM	6	Material status "ready for issue".
RFI UI	NUM	2	Unit of issue.
REJECT INDICATOR	CHAR	1	Indicates whether or not the lot was rejected based on inspection findings.
REMARKS	CHAR	160	Remarks about the inspection.
REPORTING ACTIVITY	CHAR	20	Provides the Plan Language Address for the reporting DODAAC.
REPORTING DODAAC	CHAR	6	Department of Defense Activity Address Code (DODAAC) of the reporting activity.
SMIC	CHAR	2	Designator (Special Material ID Code) for a special material application.
SERIAL NUMBER	CHAR	8	Unique serial number comprised of the year (two positions) and the activity assigned Serial Number (six positions).
SHIP/PROJECT NUMBER	CHAR	15	Name, number, ship hull type, aircraft number or with non-ship/air work projects, the project code.
SIZE COL	CHAR	15	
STATE	CHAR	2	State abbreviation for the activity's location.
STATUS CODE	CHAR	1	Code for the recommended actions or contractor status on the report.
SUBCONTRACTOR CAGE CODE	CHAR	5	Contractor or Government Entity (CAGE) code for a sub-contractor.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
SUPERVISOR	CHAR	25	Supervisor name.
SUPERVISOR DATE	DATE	9	Date supervisor signed document.
UNITS RECEIVED	NUM	6	Total number of units received as referenced in the contract.
UNITS REJECTED	NUM	6	Total number of units rejected based on the reported inspection.
UPDATE ACTIVITY	CHAR	12	User code of an individual updating a record on-line or the DODAAC of the activity updating the record in batch.
UPDATE DATE	DATE	9	Date the record was last updated on the database.
USED IN RYG	CHAR	1	Indicates whether record should be used in RYG evaluation.

METHOD C/D/E: A type of report issued by DLA representatives to report and request corrective action on significant in-plant quality problems at a particular plant's facility.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	6	DODAAC of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CITY	CHAR	20	Name of the city where the activity is located.
CLOSED DATE	DATE	9	Date the Method C/D/E was closed by the cognizant DLA element.
COMPANY NAME	CHAR	36	Name of the company as found in the DLA Cataloging Handbook H4/H8.
CORRECTIVE ACTION TYPE CODE	CHAR	1	Code to indicate the type of corrective action taken.
FSC	CHAR	4	Code of the Federal Supply Classification referenced in the record.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
ISSUE DATE	DATE	9	Date the method was invoked.
SERIAL NUMBER	CHAR	5	Unique number assigned to each record.
STATE	CHAR	2	State abbreviation for the activity's location.
UPDATE ACTIVITY	CHAR	12	User code of an individual updating a record on-line or the Department of Defense Activity Address Code (DODAAC), from DOD 4000.25-6-M, the activity updating the record in batch.
UPDATE DATE	DATE	9	Date the record was last updated.

NSN: A table consisting of the Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook, H2 and the National Item Identification Number (NIIN), with a brief description of the material.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CIM INDICATOR	CHAR	1	Indicates whether or not the material is Controlled Industrial Material (CIM).
COG	CHAR	2	A two character alphanumeric code from the Federal Supply Catalog ML Management Data List C1, Vol. 2, for the activity having cognizance over the material.
COGNIZANT DESIGN AGENT	CHAR	6	Organization having design authority for applicable NSN.
FSC	CHAR	4	Code of the Federal Supply Classification referenced in the record.
GSI INDICATOR	CHAR	1	Indicates whether or not the contract has Government Source Inspection (GSI) invoked.
NIIN	CHAR	9	National Item ID Number for the Item.
NSN MATERIAL DESCRIPTION	CHAR	25	Brief description of the commodity, which is used on most output reports.
PDA CODE	CHAR	1	Procuring/purchasing design agency.
SMIC	CHAR	2	Designator (Special Material ID Code) for a special material application.

NUCLEAR DATA: Table listing contractors who have any nuclear MIRs, PQDRs, or surveys in the last three years.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTIVITY	CHAR	20	Name of activity submitting data.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found on DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CITY	CHAR	20	Name of the city where the contractor is located.
COMPANY NAME	CHAR	25	Name of the company (referenced by the CAGE code) as found in the DLA Cataloging Handbook H4/H8.
DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC), from DOD4000.25-6-M, that uniquely identifies a unit, activity or organization that has the authority to requisition and/or receive material. The first position designates the particular Service/Agency element of ownership.
NUMBER OF MIRS	NUM	5	Number of MIRS for a particular CAGE code in the last three years.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
NUMBER OF PQDRS	NUM	5	Number of PQDRs for a particular CAGE code in the last three years.
NUMBER OF RECORDS	NUM	5	Number of PQDRs for a particular CAGE code in the last three years.
NUMBER OF SRVS	NUM	5	Number of Surveys for a particular CAGE code in the last three years.
STATE	CHAR	2	State abbreviation.

POINT OF CONTACT: Provides an updated list of points of contact and phone numbers for NAVSEALOGCENDET Portsmouth personnel and program field activities and coordinators.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTIVITY HEAD TITLE	CHAR	40	Title designating the head of the activity (e.g., Director, President).
ACTIVITY NAME (1)	CHAR		Name of the activity business (first line).
ACTIVITY NAME (2)	CHAR		Name of the activity business (second line).
ADDED DATE	DATE	9	Date the record was added to database.
ALERT INDICATOR	CHAR	1	Alerts individuals.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CPARS INDICATOR	CHAR	1	Indicates if the user has access to the Contractor Procurement Assessment Reporting System (CPARS) application.
CITY	CHAR	15	City the POC is located in.
COMMERCIAL TELEPHONE NUMBER	CHAR	13	Telephone number (including the area code) of activity/contractor.
DODAAC	CHAR	6	Department of Defense Activity Address Code.
DSN NUMBER	CHAR	8	Defense Supply Network telephone number.
E-MAIL ADDRESS	CHAR	50	E-mail address of activity/contractor.
FAX NUMBER	CHAR	13	Activity/contractor's FAX number.
LI/SS INDICATOR	CHAR	1	Indicates if the user has access to the Level 1/SubSafe application.
NAME	CHAR	38	Name of the individual assigned a user identification code.
NETWORK ADMINISTRATOR	CHAR	40	Name of Network Administrator, who is to be contacted if there are network/internet problems.
ORGANIZATION CODE	CHAR	20	Code to which individual is assigned, if applicable.
PO BOX NUMBER	CHAR	7	Post Office box number if applicable.
PDREP INDICATOR	CHAR	1	Indicates if the user has access to the PDREP application.
PLA	CHAR	40	Plain Language Address (short title of activity).
POC INDICATOR	CHAR	1	Indicates if the user is to be listed on the POC report.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
RCN DODAAC	CHAR	6	Last RCN DODAAC used by PQDR Originator.
RCN NUMBER	CHAR	8	Last RCN serial number used by PQDR Originator.
RYG INDICATOR	CHAR	1	Indicates if the user has access to the RYG application.
SAP INDICATOR	CHAR	1	Indicates if the user has access to the Supplier Audit Program (SAP) application.
SYSCOM CODE	NUM	1	Code from Appendix B for the branch of service the individual works for.
SYSCOM NAME	CHAR	10	Branch of the service under which the activity is grouped.
STATE	CHAR	2	State abbreviation for the activity/company location.
STREET ADDRESS (1)	CHAR	30	Street address of activity/company (first line).
STREET ADDRESS (2)	CHAR	30	Street address of activity/company (second line).
UPDATE DATE	DATE	9	Date record was last updated.
USER DODAAC	CHAR	6	User's Department of Defense Activity Address Code.
USER ID	CHAR	12	Identification issued by NAVSEALOGCENDET Portsmouth for access to PDREP.
ZIP CODE	CHAR	5	First five digits of zip code.

PRIME CONTRACTOR DATA: Sub-contractor performance information received from Prime Navy Contractors, who have established a Memorandum of Agreement with NAVSEALOGCENDET Portsmouth to exchange information.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	Date the record was added to the database.
APPROVAL LETTER	CHAR	12	Serial number of survey.
APPROVING AGENCY	CHAR	6	Office within EB that evaluated contractor (EBPQA).
AUDIT DATE	DATE	9	Date the audit was performed.
CITY	CHAR	15	City the contractor is located.
EVALUATION DATE	DATE	9	Date the contractor's overall status (approved, disapproved) was evaluated.
EXPIRATION DATE	DATE	9	Date the contractor's overall status (approved, disapproved) will expire.
FAX NUMBER	CHAR	12	Contractor's fax number.
PHONE NUMBER	CHAR	12	Contractor's telephone number.
PRODUCT COMPLEXITY CODE	CHAR	1	Code indicating whether the product is simple or complex.
QUALITY HOLD CODE	CHAR	1	Contractor status (approved, disapproved, inactive, shut-off, etc.).
QUALITY LEVEL CODE	CHAR	1	Certified quality level (Mil-I-45208, Mil-Q-9858, ISO 9001, etc.).
QUALITY RATING	NUM		Receipt inspection acceptance rate.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
REPORTING DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC) of the reporting activity.
STATE	CHAR	2	State abbreviation for the activity/company location.
STREET ADDRESS (1)	CHAR	30	Street address of activity/company (first line).
STREET ADDRESS (2)	CHAR	30	Street address of activity/company (second line).
STREET ADDRESS (3)	CHAR	30	Street address of activity/company (third line).
SUBCONTRACTOR CAGE CODE	CHAR	5	Contractor cage code.
SUPPLIER CERTIFICATION CODE	CHAR	1	Indicates level of preference for a supplier (e.g., Gold, Silver, Bronze).
SUPPLIER CODE	CHAR	7	Code assigned to contractor by prime contractor.
SUPPLIER NAME (1)	CHAR	30	Contractor name.
SUPPLIER NAME (2)	CHAR	30	Contractor name (continuation, division, etc.).
SURVEY DATE	DATE	9	Date survey was performed.
SURVEY RESULTS CODE	CHAR	1	Results of survey (system approved).
SURVEY TYPE CODE	CHAR	1	Survey type (desk, site).
UPDATE DATE	DATE	9	Date record was last updated.
ZIP CODE	CHAR	5	First five digits of zip code.

PROBLEM REPORTING/CSRS: (Computer Support Requests (CSRs)).

Record detailing a problem with a NAVSEALOGCENDET Portsmouth application, a help desk call, or a recommendation for change(s) to any applications submitted by users of the application, and the resolution to the situation.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADMINISTRATION DATE	DATE	9	Date the Database Administrator (DBA) forwards the CSR to a programmer.
CPARS INDICATOR	CHAR	1	Indicates if the CSR is written against the Contractor Procurement Assessment Reporting System (CPARS) application.
CANCELLATION DATE	DATE	9	Date the report was cancelled.
COMPLETION DATE	DATE	9	The date indicating when the report was closed (all actions complete).
COORDINATION DATE	DATE	9	Date the PDREP Coordinator releases the CSR to the DBA for review and assignment to a programmer for resolution.
LI/SS INDICATOR	CHAR	1	Indicates if the CSR is written against the Level 1/SubSafe application.
NARRATIVE	CHAR	9999	Description of problem.
ORIGINATION DATE	DATE	9	Date the report originated.
ORIGINATION CODE	CHAR	12	The user id assigned by NAVSEALOGCENDET Portsmouth, for the individual originating the report.
PDREP INDICATOR	CHAR	1	Indicates if the CSR is written against the PDREP application.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
PPAIS INDICATOR	CHAR	1	Indicates if the CSR is written against the PPAIS application.
PRODUCTION DATE	DATE	9	Date the change is put into production.
PROGRAMMER CODE	CHAR		User id for programmer assigned to resolve problem.
RYG INDICATOR	CHAR	1	Indicates if the CSR is written against the RYG application.
RESOLUTION	CHAR	9999	Action taken to resolve complaint.
SAP INDICATOR	CHAR	1	Indicates if the CSR is written against the SAP application.
SERIAL NUMBER	CHAR	7	A computer generated number assigned to the report.
TITLE	CHAR	40	Short synopsis of problem.

PROCESS AUDIT REPORTS

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ANSI 2540 INDICATOR			
ADDED ACTIVITY	CHAR	6	DODAAC of the activity that added the record to the database.
ADDED DATE	DATE	9	Date record was added to the database.
ALERT INDICATOR			
AUDIT DODAAC	CHAR	6	
AUDIT ID NUMBER			
AUDIT RESULTS CODE			
AUDITED BY			
AUDITED BY FAX			
AUDITED BY PHONE			
AUDITED DATE			
AUDITED ASSESSMENT			
AUDITOR DATE	DATE	9	
AUDITED ASSESSMENT			
AUDITOR DATE	DATE	9	
AUDITOR NARRATIVE			
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CALIBRATION SYSTEM TEXT			
CORRECTIVE ACTION COMPLETE INDICATOR			
CORRECTIVE ACTION REPORT NUMBER (1)			
CORRECTIVE ACTION REPORT NUMBER (10)			

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CORRECTIVE ACTION REPORT NUMBER (2)			
CORRECTIVE ACTION REPORT NUMBER (3)			
CORRECTIVE ACTION REPORT NUMBER (4)			
CORRECTIVE ACTION REPORT NUMBER (5)			
CORRECTIVE ACTION REPORT NUMBER (6)			
CORRECTIVE ACTION REPORT NUMBER (7)			
CORRECTIVE ACTION REPORT NUMBER (8)			
CORRECTIVE ACTION REPORT NUMBER (9)			
DCMA CONTRACT			
DCMA E-MAIL ADDRESS			
DCMA PARTICIPATION IND			
DCMA PHONE			
DCMA REPRESENTATIVE			
DRAFT INDICATOR			
E-MAIL DATE	DATE	9	
FOLLOW-UP REQUIRED INDICATOR			
ISO 10012 INDICATOR			
ISO 9000 INDICATOR			
INSPECTION SYSTEM TEXT			
MILI 45208 INDICATOR			
MIL-Q-9858 INDICATOR			
MIL-STD-45662 INDICATOR			
OTHER CALIBRATION SYSTEM INDICATOR			
OTHER INSPECTION SYSTEM INDICATOR			
PROCESS CODE			
RESPONSE DUE DATE	DATE	9	
RESULTS CODE			

ELEMENT NAME	TYPE	LEN	DESCRIPTION
SUPPLIER FAX NUMBER (1)			
SUPPLIER FAX NUMBER (2)			
SUPPLIER FAX NUMBER (3)			
SUPPLIER TITLE (1)			
SUPPLIER TITLE (2)			
SUPPLIER TITLE (3)			
UPDATE ACTIVITY	CHAR	6	DODAAC of activity that was the last to update the record.
UPDATE DATE	DATE	9	Date record was updated on database.

PRODUCT QUALITY DEFICIENCY REPORTS: Applies to the reporting of product deficiencies in new or newly reworked material in all programs involving materials or services.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
AMC AMSC CODE			
ACTION OFFICE CODE			Code of action point office.
ACTION POINT CODE			Individual code responsible at action point.
ACTION POINT DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC) of the activity responsible for the investigation and resolution of the deficiency.
ACTION POINT DUE DATE	DATE	9	Date an interim response or investigation results are due from the Action Point.
ACTION POINT E-MAIL ADDRESS			E-mail address for the point of contact at the action point.
ACTION POINT NAME	CHAR	30	Name of the Point of Contact at the action point.
ACTION POINT PHONE NUMBER			Phone number of action point, point of contact.
ACTION POINT REBUTTAL DATE	DATE	9	Date the action point rebutted the support point investigation.
ACTION POINT RELEASE DATE	DATE	9	The date when the Action Point released/forwarded the deficiency report.
ACTION RCN	CHAR	16	If RCN is info, the action RCN is reference.
ACTION SERIAL NUMBER			
ADDED ACTIVITY	CHAR	6	DODAAC of the activity that added the PQDR to the PDREP database.
ADDED DATE	DATE	9	Computer generated date indicating date deficiency report entered into PDREP.
ALERT CODE			
ALERT NARRATIVE			

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ALERT NOTIFICATION IND			
BASE ITEM TYPE	CHAR	7	Codes used by NAVAIR to identify aircraft.
CAGE CODE	CHAR	5	A five digit CAGE (Contractor and Government Facility) code, from the DLA cataloging Handbook H4/H8, for the contractor or government activity identified in Block 7a of a PQDR.
CAO SUSPENSE DATE	DATE	9	Contract Agency Office Suspense date.
CAT I JUSTIFICATION	CHAR	9999	Narrative explaining justification for creating the PQDR as a Category I.
COG	CHAR	2	A two character alphanumeric cognizant code, from the Federal Supply Catalog ML Management Data List C1 Vol.2.
CASE CONTROL NUMBER	CHAR	20	A number assigned by NAVSUP to the PQDRs.
CASE REOPENED DATE	DATE	9	A date designating when a PQDR is reopened.
CATEGORY	NUM	1	A number (1 or 2) designating the category of the PQDR per the SECNAVINST.
CAUSE CODE	CHAR	2	A code explaining the cause of the deficiency (design, procurement, quality, etc.).
CITY	CHAR	20	Name of city where the activity/contractor is located.
CLOSED DATE	DATE	9	The date indicating when the deficiency report was closed (all actions complete).
COMPANY NAME	CHAR	25	Name of the company as found in the DLA Cataloging Handbook H4/H8.
CONDITION CODE			
CONT INV POC ID			
CONTRACT DODAAC	CHAR	6	The DODAAC of the activity that initiated the contract.
CONTRACT NUMBER	CHAR	19	An identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC Contract Serial Number and Contract Order Number.
CONTRACT INVESTIGATION CODE			
CONTRACTOR NOTIFIED DATE	DATE	9	
CONTRACTOR POC CODE			
CONTRACTOR REPLY DATE	DATE	9	
CONTRACTOR SUPSENSE DATE	DATE	9	

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CORRECTIVE ACTION TAKEN	CHAR	3	A code indicating the action taken to correct the discrepancy/deficiency and to prevent recurrence of the reported problem.
COST AVOIDANCE DATE			
COST AVOIDANCE DOLLAR VALUE			
COST CODE	CHAR	1	A code designating who is responsible for the cost of the deficient item.
CREATOR ACTIVITY			
CREDIT ACTION CODE			
CREDIT CODE	CHAR	1	A code designating if credit will be given on the deficient item.
CREDIT IND			
CREDITED DOLLAR VALUE			
DLA CAUSE CODE			
DLA CAUSE NARRATIVE			
DLA CORRECTION CODE (1)			
DLA CORRECTION CODE (2)			
DLA CORRECTION CODE (3)			
DLA CORRECTION NARRATIVE			
DLA DISCREPANCY CODE			
DLA DISCREPANCY NARRATIVE			
DLA DISPOSITION CODE			
DLA DISPOSITION NARRATIVE			
DLA FORM 1227 APPROVED BY			
DLA FORM 1227 BLOCK 12	CHAR	9999	Cause of deficiency narrative.
DLA FORM 1227 BLOCK 13			Corrective action (by contractor).
DLA FORM 1227 BLOCK 14			Corrective action (by government).
DLA FORM 1227 BLOCK 15			Evaluation of current production.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
DLA FORM 1227 BLOCK 15			
DLA FORM 1227 BLOCK 16			Contractor's position with respect to repair or replacement.
DLA FORM 1227 BLOCK 17			
DLA FORM 1227 BLOCK 18			Remarks and/or recommendations.
DLA FORM 1227 PREPARED BY			
DLA FORM 1227 REVIEWED BY			
DR ACKNOWLEDGE			
DEFECT CODE			
DEFECT MATL LOCATION ACTIVITY			DODAAC or CAGE code where defective material is located.
DEFECTIVE MATERIAL REFERENCE			
DEFECT RESPONSIBILITY CODE	CHAR	1	Code which indicates who is responsible for the defect.
DEFECT VERIFIED IND	CHAR	1	Indicates whether or not the defect was verified (Y, N, or U).
DEFECTIVE MATERIAL REFERENCE			
DEFICIENCY DISCOVERED DATE	DATE	9	The date indicating when the deficiency was discovered.
DEPOT SURVEILLANCE RESULTS	CHAR	9999	A narrative describing results of depot surveillance, if applicable.
DESCRIPTION OF DEFICIENCY NARRATIVE	CHAR	9999	A narrative describing the actual failure and circumstances of the deficiency.
DOLLAR VALUE	NUM	11	The unit price of the defective material (includes dollar and cents).
END ITEM NSN	CHAR	20	National Stock Number (NSN) for the major weapons system, item or commodity deficient item is used with or on.
END ITEM SERIAL NUMBER	CHAR	17	The end item serial number.
END ITEM TYPE	CHAR	7	Codes used by NAVAIR to identify end item types.
ESTIMATED REPAIR COST	NUM	11	Estimated correction costs to replace the defective material (includes dollars and cents).
EXHIBIT CARRIER CODE			
EXHIBIT DEFICIENT PIECES			
EXHIBIT DESTINATION			

ELEMENT NAME	TYPE	LEN	DESCRIPTION
EXHIBIT DISPOSITION	CHAR	1	The action of the exhibit at the time of the PQDR.
EXHIBIT DISPOSITION DATE	DATE	9	
EXHIBIT DISPOSITION INST DATE			
EXHIBIT MARKED FOR			
EXHIBIT PROMISED DATE			
EXHIBIT RECEIVED DATE			
EXHIBIT REPLACE SERIAL NUMBER			
EXHIBIT REQUEST DATE			
EXHIBIT REQUEST SHIP TO (1)			
EXHIBIT REQUEST SHIP TO (2)			
EXHIBIT REQUEST SHIP TO (3)			
EXHIBIT REQUEST SHIP TO (4)			
EXHIBIT REQUIRED SHIP DATE	DATE	9	The date the exhibit is shipped.
EXHIBIT RETURNED DATE	DATE	9	
EXHIBIT SHIPMENT NUMBER			
EXHIBIT SHIPPED DATE	DATE	9	
EXHIBIT SHIPPING DOCUMENT CODE			
EXHIBIT STATUS CODE			
EXHIBIT TENDERED DATE	DATE	9	
FSC	CHAR	4	A four position Federal Supply Classification (FSC) code, from the FSC Indexes Cataloging Handbook H2, for the deficient material.
FSC MATL DESCRIPTION	CHAR	25	The name of the defective/deficient item/commodity at its lowest identifiable level.
FAILURE OPERATING TIME	CHAR	15	The operating time of the failure.
FINAL DISPOSITION	NUM	2	Code representing the final disposition of the defective piece(s).
FINDINGS CODE			

ELEMENT NAME	TYPE	LEN	DESCRIPTION
FORM TYPE			
GBL NUMBER	CHAR	15	The Government Bill of Lading number.
GOVT OWNED INDICATOR	CHAR	1	Indicates whether or not the material is considered to be owned by the government.
GOVT FURNISHED EQUIPMENT INDICATOR	CHAR	1	Indicates whether or not the failed item/commodity was government furnished equipment.
GOVT INV POC ID			
HAZARDOUS IND			
INSPECTION ATTRIBUTE	CHAR	3	Code which indicates the specific type of failure, defect or deficiency which led to the report.
INVESTIGATION DELAYED DATE	DATE	9	
INVESTIGATION REPLY TYPE CODE			
INVESTIGATION RESULTS	CHAR	9999	This is a narrative describing the results of the investigation and corrective actions taken to prevent recurrence.
INVESTIGATION RESUMED DATE	DATE	9	
INVESTIGATION START DATE	DATE	9	
ITEM WARRANTY IND	CHAR	1	Indicates whether the item is under warranty.
JOB ORDER NUMBER			For shipyards only.
KE OP			Key event operation.
LRC CODE			
LAST REWORK ACTIVITY	CHAR	6	DODAAC of the activity that last reworked the material.
LOCAL PROGRAM			
LOCATION OF EXHIBIT			DODAAC or CAGE where exhibit is at.
MFG CONTROL NUMBER			
MANUFACTURED CODE			
MANUFACTURED DATE	DATE	9	Date the material was manufactured.
MATERIAL CREDIT DATE	DATE	9	
MATERIAL LEVEL CODE	NUM	2	Code for level of essentiality (NAVSEA only) (see Section 3.16).
MATERIAL SHIPPING ACTIVITY	CHAR	6	DODAAC/CAGE of activity/contractor who shipped the material.
MATERIAL SHIPPING DATE	DATE	9	Date the material was shipped.
NIIN	CHAR	9	The National Item Identification Number (NIIN) from the MLN (Navy) or MLC (all other services).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
NATIONAL STOCK NUMBER (NSN)	CHAR	20	The National Stock Number (NSN) comprised of a two position COG Code, four position Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2L, nine position NIIN as described above, and a two position Special Material Item Code (SMIC) for the deficient material.
NEW/REPAIRED	CHAR	1	Indicates whether or not the defective/deficient item/commodity is new or overhauled (see Section 3.16).
NEXT HIGHER (NSN)	CHAR	20	National Stock Number of item that the deficient item is to work on and/or comprised of COG, FSC, NIIN, and SMIC.
NEXT HIGHER NOMENCLATURE	CHAR	25	The name of the equipment or system of which the defective material is a part.
NEXT HIGHER PART NUMBER	CHAR	17	The part number of the equipment or system of which the defective material is a part.
NEXT HIGHER SERIAL NUMBER	CHAR	26	The serial number of the equipment/system of which the defective material is a part.
ORIGINATOR ADDRESS IND			
ORIGINATOR CODE			Organizational code of the Originator.
ORIGINATOR E-MAIL ADDRESS			E-mail of the Originator.
ORIGINATOR NAME	CHAR	30	Name of the Point of Contact for the activity originating the PQDR.
ORIGINATOR PHONE NUMBER			Point of contact telephone number.
ORIGINATOR REVIEW INDICATOR			
PLAS CODE			
PQA DOCUMENT NUMBER	CHAR	11	Serial number of document initiated by the procurement quality assurance activity.
PART NUMBER	CHAR	20	The manufacturer's part number of the defective/deficient item/commodity.
PREPARATION DATE	DATE	9	The date the report is forwarded to the screening or action point.
PREVENTIVE ACTION TYPE CODE	NUM	2	A code used in RYG for the type of preventive action taken (unsatisfactory, sat, etc.) (see Section 3.16).
PREVIOUS FAILURE COUNT	NUM	3	Number of similar failures reported on PQDRs.
PREVIOUS RCN	CHAR	16	If the problem reported on the PQDR was reported on a previously closed PQDR, enter the RCN of that report.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
PREVIOUS SERIAL NUMBER			Last serial number used by the signed on activity.
PURCHASE ORDER NUMBER	CHAR	17	The purchase order number associated with defective part.
QUANTITY AFTER INVESTIGATION			
QUANTITY CREDITED			
QUANTITY DEFICIENT	NUM	7	Indicates the number of defective/deficient item/commodity discovered.
QUANTITY IN STOCK	NUM	7	The number of units being placed in stock.
QUANTITY INSPECTED	NUM	7	Indicates the number of items/commodities that were inspected.
QUANTITY RECEIVED	NUM	7	Indicates the number of all end items received in the same lot or batch in which the defective/deficient item/commodity was discovered. NAVAIR and NAVSEA use inspection units; NAVSUP uses units of issue.
RCN	CHAR	16	The Report Control Number (block 3) associated with the PQDR. It is comprised of the six position originating activity DODAAC, unique four position serial number and two position sequenced number.
RCN ACTIVITY	CHAR	20	The short title of the activity RCN DODAAC.
REBUTTAL DATE	DATE	9	Date a PQDR was re-sent to the Action Point when the Screening Point disagrees with the closing response.
RECOVERY VALUE			
REFERENCE CODE	CHAR	20	A one to four position code found in Section 2.
REFERENCE DATE	DATE	9	Date the reference was added.
REPORTING DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC), from DOD 4000.25-6-M, that uniquely identifies the reporting activity.
REQUISITION NUMBER	CHAR	20	Requisition number under which the defective material was purchased/reworked.
SMIC	CHAR	2	Navy Special Material Identification Code (SMIC) from the Federal Supply Catalog ML Management Data List C1 Vol. 2.
SYSCOM CODE	NUM	2	A code indicating the system command/service which has cognizance over the defective material.
SCREENING POINT CLOSE IND	CHAR	1	The code to indicate the screening point closing action.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
SCREENING POINT CODE			Organizational code for the screening point.
SCREENING POINT CONTROL NUMBER			Computer generated control number.
SCREENING POINT DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC) from DoD Directive 4000.25 of the activity who will perform the screening point responsibilities.
SCREENING POINT E-MAIL ADDRESS			E-mail address of screening point.
SCREENING POINT NAME	CHAR	30	Name of the Point of Contact at the screening point.
SCREENING POINT PHONE NUMBER			Telephone number of screening point.
SCREENING POINT RECEIPT DATE	DATE	9	Date the Screening Point receives the PQDR from the Originating Point.
SCREENING POINT RESULTS	CHAR	9999	A narrative field by which the Screening Point may communicate with the Originator and Action Point.
SERIAL BATCH CODE			
SERIAL BATCH NUMBER	CHAR	15	The serial number or lot/batch number of the defective/deficient item/commodity.
SEVERITY CODE			
SHIPPER SUP POC ID			
STATE	CHAR	2	State abbreviation from Appendix B, for the state where the activity/contractor is located.
STATUS	CHAR	2	A code indicating the current status of the investigation (active, closed, etc.) (see Section 3.16).
STOCK SCREENING CODE			
STOCK SCREENING DATE	DATE	9	
SUB CONT SUP POC ID			
SUBCONTRACTOR CAGE CODE	CHAR	5	
SUPPORT POINT CLOSED	DATE	9	Date support point sends back to action point-computer generated code of support point.
SUPPORT POINT CODE			Code of support point.
SUPPORT POINT CONTROL NUMBER			
SUPPORT POINT DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC) of the activity aiding in the investigation of the deficiency.
SUPPORT POINT DET CAUSE CODE			

ELEMENT NAME	TYPE	LEN	DESCRIPTION
SUPPORT POINT DUE DATE	DATE	9	
SUPPORT POINT E-MAIL ADDRESS			E-mail address of the support point.
SUPPORT POINT GSI IND			
SUPPORT POINT NAME	CHAR	30	Name of the Point of Contact at the support point.
SUPPORT POINT PHONE NUMBER			Telephone number of the support point.
SUPPORT POINT RECEIPT DATE	DATE	9	Date PQDR was sent to the support point.
SUPPORT POINT RELEASE DATE	DATE	9	The date when the Support Point releases the deficiency report (investigation results) to the Action Point.
SUPPORT POINT RESP ACTIVITY			
SUPPORTING DOCUMENTATION	CHAR	9999	Narrative describing the type of supporting documentation available with the PQDR.
TRAILER CARD IND			
TYCOM CODE			
UNIT VALUE			
UNRECEIVED MIR #	CHAR	14	The MIR associated with the defect-stored here if MIR is not on PDREP database.
UPDATE ACTIVITY	CHAR	12	User code of an individual updating a record on-line or the DODAAC of the activity updating the record in batch.
UPDATE DATE	DATE	9	Computer generated date indicating the date of the most recent revision to the deficiency report.
UPDATE INDICATOR	CHAR	1	Indicates if the record has been updated or changed.
UPDATE REFERENCE	CHAR	11	Serial Number of document requesting update.
USED IN RYG	CHAR	1	Indicates whether record should be used in RYG for evaluation.
WUC/EIC	CHAR	7	Work Unit Code or Equipment Item Code of defective material.

PURCHASE REFERRALS: Purchasing referrals from NAVICP Mechanicsburg to NAVSEALOGCEN Mechanicsburg for their engineering input.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACCEPTANCE IND	CHAR	1	Indicates whether or not the referral was accepted by NAVSEALOG.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
COG	CHAR	2	A two character alphanumeric cognizant code, from the Federal Supply Catalog ML Management Data List C1 Vol. 2.
COMPANY NAME	CHAR	25	Name of the company as found in the DLA Cataloging Handbook H4/H8.
CONTRACT DODAAC	CHAR	6	The DODAAC of the activity that initiated the contract.
CONTRACT NUMBER	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.
DEFECTIVE REPORT NUMBER	CHAR	20	Local Defective Material Report.
FSC	CHAR	4	Federal Supply Classification code for the material referenced in the record.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
INSPECTION ATTRIBUTE	NUM	2	Code for the attribute that was accepted per NAVSEALOG testing.
NAVSEALOG ANSWER	DATE	9	Date NAVSEALOG answers the SPCC request.
NIIN	CHAR	9	The National Item Identification Number (NIIN) from the MLN (Navy) or MLC (all other services).
NARRATIVE	LONG		Detailed explanation of the record.
NATIONAL STOCK NUMBER (NSN)	CHAR	17	National Stock Number comprised of COG, FSC, NIIN, and SMIC.
SMIC	CHAR	2	Navy Special Material Identification Code (SMIC) from the Federal Supply Catalog ML Management Data List C1 Vol. 2.
SPCC REQUEST DATE	DATE	9	Date request was referred to NAVSEALOG by SPCC.
SERIAL NUMBER	NUM	6	Serial number assigned by NAVSEALOG for each record.
TYPE CODE	NUM	2	Code for type of purchase referral (see Section 3.16).
UPDATE DATE	DATE	9	Date the record was last updated.

QUALIFIED PRODUCTS LIST: A record indicating that a contractor can produce a product to the QPL specification requirements.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
COMPANY NAME	CHAR	36	Name of the company as found in the DLA Cataloging Handbook H4/H8.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
ISSUE DATE	DATE	9	Date when the contractor is qualified by the Navy.
SERIAL NUMBER	CHAR	6	Unique serial number assigned to each report.
SPECIFICATION	CHAR	25	Specification required by the contract for the material.
UPDATE DATE	DATE	9	Date the record was last updated on the database.

QUALITY ASSURANCE LETTER OF INSTRUCTIONS: Record of letter issued by a Naval activity to DCMC requesting specific inspections/testing/verification be conducted prior to material being shipped to the Navy.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	Date record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CAO	CHAR	6	Activity who was contract administration over referenced contract.
COG	CHAR	2	A two character alphanumeric cognizant code, from the Federal Supply Catalog ML Management Data List C1 Vol. 2.
COMMODITY	CHAR	25	Brief description of the material referenced in the record.
CONTRACT NUMBER	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.
DELIVERY DATE	DATE	9	Date product is received.
INSPECTION ATTRIBUTE	NUM	2	Code for the attribute inspected.
INSPECTION DATE	DATE	9	Date the attribute was inspected.
ISSUE DATE	DATE	9	Date the report was issued.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ISSUING ACTIVITY	CHAR	6	DODAAC of activity issuing Quality Assurance Letter of Instruction.
NIIN	CHAR	9	The National Item Identification Number (NIIN) from the MLN (Navy) or MLC (all other services).
NATIONAL STOCK NUMBER (NSN)	CHAR		National Stock Number (NSN), is comprised of a two position COG code, four position Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook, H2, a nine position National Item Identification Number (NIIN), and a two position Navy Special Material Identification Code (SMIC) from the Federal Supply Catalog ML Management Data List C1 Vol. 2, of the referenced material.
SMIC	CHAR	2	Designator (Special Material ID Code) for a special material application.
UNITS ORDERED	NUM	4	Number of units in the production lot.
UPDATE DATE	DATE	9	Date record was updated on database.

RYG AWARD DATA: An award made based on contractors past performance as evaluated by Red/Yellow/Green Criteria.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	6	DODAAC of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
AWARD CAGE	CHAR	5	Contractor and Government Entity code of contractor who received award.
AWARD COMPANY NAME	CHAR	36	Name of company who received award.
AWARD DATE	DATE	9	Date contract was awarded.
AWARD DELIVERY COLOR	CHAR	1	The color code assigned to the FSC classification for the contractor who received the award.
AWARD OFFER	CHAR	1	Dollar amount of the award.
AWARD QUALITY COLOR	CHAR	1	The color code assigned to the quality FSC classification for the contractor who received the award.
AWARD TEAS	NUM	6	Technical Evaluation Adjustment (TEA) made on contractor receiving award.
CONTRACT DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC) of the activity awarding the contract.
CONTRACT NUMBER	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
DISPLACED CAGE	CHAR	5	If RYG caused a contractor to be displaced, the CAGE code of the displaced contractor.
DISPLACED DELIVERY COLOR	CHAR	1	If RYG caused a contractor to be displaced, the color code assigned to the delivery FSC classification of the displaced contractor.
DISPLACED OFFER	NUM	8	If RYG caused a contractor to be displaced, the amount offered by the displaced contractor.
DISPLACED QUALITY COLOR	CHAR	1	If RYG caused a contractor to be displaced, the color code assigned to the quality FSC classification of the displaced contractor.
DISPLACED TEAS	NUM	6	Technical Evaluation Adjustment made on displaced apparent low offeror.
EVALUATION TYPE	CHAR	4	Simplified Acquisition Procedure of Above.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
GVBB INDICATOR	CHAR	1	Greatest Value Best Buy.
RYG CONTROL	CHAR	7	This is a buyer's code.
SOLICITATION DODAAC	CHAR	6	The DODAAC of the activity who made the solicitation.
SOLICATION NUMBER	CHAR	21	The solicitation assigned prior to award of contract.
UPDATE ACTIVITY	CHAR	6	DODAAC of the activity that last updated the record on the database.
UPDATE DATE	DATE	9	The last date the record was updated on the PDREP database.
WAIVED INDICATOR	CHAR	1	Indicates whether RYG clauses were included in the solicitation.

RED/YELLOW/GREEN CURRENT: A Navy tool designed to help reduce the risk of receiving non-conforming products and late deliveries. Users may look at the contractor's current RYG classification, historical RYG classifications, and pending classifications (for newly classified Red and Yellow contractors).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CDD PERCENT	NUM	3	The contract delivery rate, used in delivery classification.
CITY	CHAR	20	Name of the city where the contractor is located.
CLASSIFICATION DATE	DATE	9	Date the classification sweep was run.
COMPANY NAME	CHAR	25	Name of the company.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
DELIVERY CHANGE INDICATOR	CHAR	1	An indicator designating if the delivery classification has changed since last month.
DELIVERY COLOR CODE	CHAR	1	Color assigned to delivery classification.
DELIVERY SENT INDICATOR	CHAR	1	Indicates whether delivery classification is being used or still pending.
EVALUATION ENDING DATE	DATE	9	Date the RYG evaluation took place.
EVALUATION INDICATOR	CHAR	1	Indicates if a single vendor classification was done (for change).
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description for the Federal Supply Classification (FSC), of the defective/deficient item/commodity at its lowest identifiable level.
MIR ADR	NUM	5, 2	The Associated Defect Rate for MIRs issued against the contractor, used in determining RYG classification.
NUCLEAR INDICATOR	CHAR	1	Indicates whether or not the classification contained nuclear application data.
PQDR POINTS	NUM		Number of points assigned to PQDR to be used in RYG sweep.
PRIMARY COLOR CODE	CHAR	1	Color assigned to quality classification for primary record types (CAS, CDE, MIR, PQDR, Pre-Awards).
QUALITY CHANGE INDICATOR	CHAR	1	An indicator designating if the quality classification has changed since last month.
QUALITY COLOR CODE	CHAR	1	Color assigned to quality classification.
QUALITY SENT INDICATOR	CHAR	1	Indicates whether quality classification is being used or still pending.
REASON CODE	CHAR	2	Code(s) from Appendix B designating the reason(s) for the classification.
SECONDARY COLOR CODE	CHAR	1	Color assigned to quality classification is being used or still pending.
SECONDARY COLOR COUNT	NUM	5	Number of records used to determine secondary color.
STATE	CHAR	2	State abbreviation.
STREET ADDRESS	CHAR		Street address of the contractor.
ZIP CODE	CHAR	5	First five positions of the zip code.
ZIP CODE EXTENSION	CHAR	4	Sixth through ninth positions of the zip code.

RED/YELLOW/GREEN HISTORY: Option of review historical RYG records.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ARCHIVE DATE	DATE	9	Date the record was archived on the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CDD PERCENT	NUM	5, 2	The contract delivery rate, used in delivery classification.
CITY	CHAR	36	Name of the city where the contractor is located.
CLASSIFICATION DATE	DATE	9	Date the classification sweep was run.
COMPANY NAME	CHAR	25	Name of the company (referenced by the CAGE code) as found in the DLA Cataloging Handbook H4/H8.
DELETE ACTIVITY	CHAR	6	DODAAC of activity that deleted the record.
DELIVERY CHANGE INDICATOR	CHAR	1	An indicator designating if the delivery classification has changed since last month.
DELIVERY COLOR CODE	CHAR	1	Color assigned to delivery classification.
DELIVERY SENT INDICATOR	CHAR	1	Indicates whether delivery classification is being used or still pending.
EVALUATION ENDING DATE	DATE	9	Date the RYG evaluation took place.
EVALUATION INDICATOR	CHAR	1	Indicates if a single vendor classification was done (c for change).
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the Federal Supply Classification (FSC), for the defective/deficient item/commodity at its lowest identifiable level.
MIR ADR	NUM	5, 2	The Associated Defect Rate for MIRs issued against the contractor, used in determining RYG classification.
NUCLEAR INDICATOR	CHAR	1	Indicates whether or not the classification contained nuclear application data.
PQDR POINTS	NUM		Number of points assigned to PQDR to be used in RYG sweep.
PRIMARY COLOR CODE	CHAR	1	Color assigned to quality classification for primary record types (CAD, CDE, MIR, PQDR, Pre-Awards).
QUALITY CHANGE INDICATOR	CHAR	1	An indicator designating if the quality classification has changed since last month.
QUALITY COLOR CODE	CHAR	1	Color assigned to quality classification.
QUALITY SENT INDICATOR	CHAR	1	Indicates whether quality classification is being used or still pending.
REASON CODE	CHAR	2	Code(s) from Section 2 designating the reason(s) for the classification.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
SECONDARY COLOR CODE	CHAR	1	Color assigned to quality classification is being used or still pending.
SECONDARY COLOR COUNT	NUM	5	Number of records used to determine secondary color.
STATE	CHAR	2	State abbreviation from Section 2, for the state where the activity/contractor is located.

RED/YELLOW/GREEN NAVSS

ELEMENT NAME	TYPE	LEN	DESCRIPTION
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
MIR ADR	NUM	5, 2	The Associated Defect Rate (ADR) for MIRs issued against the contractor, used in determining RYG classification.
NUCLEAR INDICATOR	CHAR	1	Indicates whether or not the classification contained nuclear application data.
QUALITY COLOR CODE	CHAR	1	Color assigned to quality classification.
REASON CODE	CHAR	2	Code(s) from Section 2 designating the reason(s) for the classification.

RED/YELLOW/GREEN NAVSS BY SMIC

ELEMENT NAME	TYPE	LEN	DESCRIPTION
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
MIR ADR	NUM	5, 2	The Associated Defect Rate for MIRs issued against the contractor, used in determining RYG classification.
NUCLEAR INDICATOR	CHAR	1	Indicates whether or not the classification contained nuclear application data.
QUALITY COLOR CODE	CHAR	1	Color assigned to quality classification.
REASON CODE	CHAR	2	Code(s) from Section 2 designating the reason(s) for the classification.
SMIC	CHAR	2	Navy Special Material Identification Code (SMIC) from the Federal Supply Catalog ML Management Date List C1 Vol. 2.

RED/YELLOW/GREEN PENDING: A record of a contractor's pending RYG classification (newly Yellow or Red contractors).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CDD PERCENT	NUM	3	The contract delivery rate, used in delivery classification.
CITY	CHAR	36	Name of the city where the contractor is located.
CLASSIFICATION DATE	DATE	9	Date the classification sweep was run.
COMPANY NAME	CHAR	25	Name of the company (referenced by the CAGE code) as found in the DLA Cataloging Handbook H4/H8.
DELIVERY CHANGE INDICATOR	CHAR	1	An indicator designating if the delivery classification has changed since last month.
DELIVERY COLOR CODE	CHAR	1	Color assigned to delivery classification.
DELIVERY SENT INDICATOR	CHAR	1	Indicates whether delivery classification is being used or still pending.
EVALUATION ENDING DATE	DATE	9	Date the RYG evaluation took place.
EVALUATION INDICATOR	CHAR	1	Indicates if a single vendor classification was done (for change).
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description for the Federal Supply Classification (FSC), of the defective/deficient item/commodity at its lowest identifiable level.
MIR ADR	NUM	4, 1	The Associated Defect Rate (ADR) for MIRs issued against the contractor, used in determining RYG classification.
NUCLEAR CAGE CODE	CHAR	1	Indicator used to identify whether the contractor has done nuclear business.
NUCLEAR DODAAC	CHAR	6	DODAAC having nuclear data within the past 3 years.
NUCLEAR INDICATOR	CHAR	1	Indicates whether or not the classification contained nuclear application data.
NUCLEAR MIR COUNT	NUM	5	Count of nuclear MIRs for the past 3 years.
NUCLEAR QDR COUNT	NUM	5	Count of nuclear QDRs for the past 3 years.
NUCLEAR SRV COUNT	NUM	5	Count of nuclear Surveys for the past 3 years.
OLD DELIVERY COLOR	CHAR	1	Last month's classification for Delivery.
OLD QUALITY COLOR	CHAR	1	Last month's classification for Quality.
OLD REASON CODE	CHAR	2	Last month's reason for classifications.
PQDR POINTS	NUM		Number of points assigned to the PQDR for RYG sweep.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
PRIMARY COLOR CODE	CHAR	1	Color assigned to quality classification for primary record types (CAD, CDE, MIR, PQDR, Pre-Awards).
QUALITY CHANGE INDICATOR	CHAR	1	Indicates whether quality classification has changed since the previous classification.
QUALITY COLOR CODE	CHAR	1	Color assigned to quality classification.
QUALITY SENT INDICATOR	CHAR	1	Indicates whether quality classification is being used or still pending.
REASON CODE	CHAR	2	Code(s) from Appendix B designating the reason(s) for the classification.
SECONDARY COLOR CODE	CHAR	1	Color assigned to quality classification for secondary record types (BUL, GID, SRV, TST).
SECONDARY COLOR COUNT	NUM	5	Number of records used to determine secondary color.
STATE	CHAR	2	State abbreviation from Appendix B, for the state where the activity/contractor is located.

REFERENCE CODES: This table contains the codes found in Appendix B for values stored in the PDREP database.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CODE	CHAR	4	A one to four position code, used in PDREP as found in Appendix B.
LITERAL	CHAR	45	A noun name for the stored code.
RECORD TYPE	CHAR	3	A three position character field for individual records (e.g., BUL for Bulletin) designating which records the code applies to.
TABLE NAME	CHAR	45	The name of the table the information is stored in. Names should be similar to those found in Appendix B.

SPECIAL QUALITY DATA: Method for collecting data for analytical purposes (both positive and negative) that does not fit into normal quality elements of the PDREP. Special Quality Data types include: surveys of subcontractors performed by prime contractors, telephone calls relating quality information, contractor visits/interface meetings, corrective actions, suspected cases of fraud or malpractice, etc.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CITY	CHAR	36	Name of the city where the Contractor is located.
COMPANY NAME	CHAR	25	Name of the company as found in the DLA Cataloging Handbook H4/H8.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
COMPLETION DATE	DATE	9	Date that record has all actions completed.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
ISSUE DATE	DATE	9	Date the SPQ took place.
NARRATIVE	CHAR	9999	A description of the report.
REPORTING ACTIVITY	CHAR	20	Short title of the activity reporting.
REPORTING DODAAC	CHAR	6	Department of Defense Activity Address Code (DODAAC) of the reporting activity.
SERIAL NUMBER	CHAR	6	Serial number assigned by the reporting activity for the report.
STATE	CHAR	2	State abbreviation.
UPDATE DATE	DATE	9	Date the record was last updated on the database.

SURVEYS: Surveys (Pre-Award, Post-Award, Product Oriented and Special Survey) that are performed to determine a contractor's performance on contractual quality/technical requirements or their capability to perform.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	12	DODAAC or user code of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code as found in the DLA Cataloging Handbook H4/H8 for the contractor.
CATEGORY REVIEWED	NUM	2	Code for the areas reviewed during the survey. Some areas are quality, production and financial.
CITY	CHAR	36	Name of the city where the contractor is located.
COMPANY NAME	CHAR	25	Name of the company as found in the DLA Cataloging Handbook H4/H8.
COMPLETION DATE	DATE	9	Date the survey was completed.
CONTRACT DODAAC	CHAR	6	DODAAC of activity that initiated the contract.
CONTRACT NUMBER	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.
CONTRACTOR ASSESSMENT CODE	NUM	2	Code for survey overall recommendation (see Section 3.16).
CORRECTIVE ACTION COMP DATE	DATE	9	Date that all survey corrective actions are completed.
CORRECTIVE ACTION INDICATOR	CHAR	1	Indicates whether or not corrective action is needed (Y, N, or U).

ELEMENT NAME	TYPE	LEN	DESCRIPTION
DLA SERIAL NUMBER	CHAR	6	Number assigned by DLA for Pre-Award surveys.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
MATERIAL LEVEL CODE	NUM	2	Code for the level of essentiality (SEA item).
NARRATIVE	CHAR	9999	Detailed explanation of the survey findings.
NAVY PARTICIPATION INDICATOR	CHAR	1	Navy activity participated in the survey as a team member.
NUMBER OF CCR DEFICIENCIES	NUM	2	Number of deficiencies found for the reported category.
QUALITY INDICATOR	CHAR	1	Indicates if the Pre-award Survey quality findings were satisfactory or not.
REQUESTING ACTIVITY	CHAR	20	Name of (Naval) activity who requested the survey be conducted.
REQUESTING DODAAC	CHAR	6	Department of Defense Activity Address Code (DODAAC) of the activity requesting the survey.
SERIAL NUMBER	NUM	6	Unique serial number assigned to each record by the reporting activity.
SPECIFICATION	CHAR	25	Specification(s) required by the contract for the material.
STATE	CHAR	2	State abbreviation.
TYPE	NUM	2	Code for the type of survey (pre-award, QSR, etc.).
UPDATE ACTIVITY	CHAR	12	User code of an individual or DODAAC of activity updating record on-line or via batch upload.
UPDATE DATE	DATE	9	Date the record was last updated on the database.
USED IN RYG	CHAR	1	Indicates whether the record should be used in RYG classifications.

SUPPLY DEFICIENCY REPORT

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACT BILLING ADJUSTMENT	CHAR	1	Indicates whether a debit or credit, or no adjustment made.
ACT DISTRIBUTION	CHAR	40	Text box for internal distribution.
ACT DOCUMENT NUMBER	CHAR	30	Serial number of document used for material disposition.
ACT INVOICE BILL ATTACHED	CHAR	1	Indicates yes or no for invoice bill attached.
ACT MAT PICKED UP DAYS	NUM	38	Number of days until material will be picked up.
ACT MATERIAL DISPOSITION	CHAR	1	Indicates whether material should be retained or disposed of.
ACT MATERIAL MOVEMENT DOC	CHAR	1	Indicates if shipping documentation is available to Action Point.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACT MATERIAL SHIPPED	CHAR	1	Indicate material shipment method (e.g., FedEx, USPS).
ACT PAYMENT METHOD	CHAR	1	Indicate whether shipment is prepaid or collect.
ACT PREPARING OFFICIAL	CHAR	60	Name, title, phone (24a).
ACT REMARKS	CHAR	2000	Narrative block for action point comments.
ACT REP WILL CALL DAYS	NUM	38	Number of days until representative will call for discussion.
ACT REPLACEMENT DISPOSITION	CHAR	1	Indicates vendor replacement, new requisition or no new material required.
ACT SHIPMENT METHOD	CHAR	2	Indicates how material is to be shipped (e.g., FedEx, USPS).
ACT SHIPPING COMMENTS	CHAR	2000	Text field used to clarify action point actions/information.
ACT TRACKING NUMBER	CHAR	25	Text field for storing USPS, FedEx, UPS, etc., tracking number.
ACT VENDOR DELIVERY DATE	DATE	9	Latest date in which replacement will be made if applicable.
ACTION POINT ADDRESS	CHAR	200	Not used at this time.
ACTION POINT ADDRESS (1)	CHAR	40	Action point physical address line 1.
ACTION POINT ADDRESS (2)	CHAR	40	Action point physical address line 2.
ACTION POINT ADDRESS (3)	CHAR	40	Action point physical address line 3.
ACTION POINT DODAAC	CHAR	6	DODAAC of the action point activity.
ACTION POINT DUE DATE	DATE	9	Date response is due, based on 30 calendar days from receipt of system SDRs, 55 for all others.
ACTION POINT E-MAIL ADDRESS	CHAR	50	E-mail address of focal point (POC) default mailbox no such field.
ACTION POINT NAME	CHAR	40	Action point activity name.
ACTION POINT RELEASE DATE	DATE	9	The date in which the action point completes the investigation and returns a response to the Originator.
ADDED ACTIVITY	CHAR	12	DODAAC of SDR creator.
ADDED DATE	DATE	9	Date the SDR was added.
CLOSED DATE	DATE	9	The date the SDR is closed. This can be set by the action point but the Originator has final say.
CONTRACT ADMIN ADDRESS	CHAR	200	Not used at this time.
CONTRACT ADMIN ADDRESS (1)	CHAR	40	CAO activity address line 1.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CONTRACT ADMIN ADDRESS (2)	CHAR	40	CAO activity address line 2.
CONTRACT ADMIN ADDRESS (3)	CHAR	40	CAO activity address line 3.
CONTRACT ADMIN NAME	CHAR		CAO activity name.
CONTRACT ADMIN OFFICE	CHAR	6	DODAAC of the Contract Administrative Office.
CREATOR CODE	CHAR	12	User id of user who electronically initiated the SDR (regardless of designated Originator).
CREDIT CARD IND	CHAR		Not used at this time.
DISTRIBUTION	CHAR	40	Text field for entry of office codes, copy to file, etc., (no e-mail addresses).
FMS REPORT NUMBER	CHAR	20	Serial number of Foreign Material Sales (FMS) SDR.
FUNDING ACCOUNTING DATA	CHAR	500	Text field for relevant funding and accounting data.
INVOICE DATE	DATE	9	Date of invoice if applicable.
INVOICE NUMBER	CHAR	15	Invoice number.
JOB ORDER NUMBER	CHAR	10	Funding document number for job.
KEOP	CHAR	3	Key operation within job.
NARRATIVE	CHAR	9999	Originator comments.
ORDERED NSN COG	CHAR	2	Two digit code used to identify inventory manager store account, and material type.
ORDERED NSN FSC	CHAR	4	Four digit code representing a description of the material.
ORDERED NSN NIIN	CHAR	9	Last nine digits of the NSN for the material ordered.
ORDERED NSN SMIC	CHAR	2	Special material identification code used as an extension of the NSN of the material ordered.
ORDERED NOMENCLATURE	CHAR	25	Name associated with the FSC of the ordered material.
ORDERED PART NUMBER	CHAR	20	Part number of ordered item.
ORDERED QUANTITY DEFICIENT	NUM	7	Number of ordered items being reported as deficient.
ORDERED QUANTITY RECEIVED	NUM	7	Number of ordered items actually received.
ORDERED QUANTITY SHIPPED	NUM	7	Number of ordered items provided to a carrier for movement.
ORDERED TOTAL COST	NUM	11, 3	Unit price times number of units ordered.
ORDERED UNIT CODE	CHAR	2	Two character code that denotes a physical count of an item (e.g., EA).
ORDERED UNIT PRICE	CHAR		Cost to recipient for each item ordered.
ORIGINATOR ACTIVITY	CHAR	6	DODAAC reporting discrepancy.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ORIGINATOR ADDRESS	CHAR	200	Not used at this time.
ORIGINATOR ADDRESS (1)	CHAR	40	DODAAC Title.
ORIGINATOR ADDRESS (2)	CHAR	40	Street address of reporting DOCAAC.
ORIGINATOR ADDRESS (3)	CHAR	40	Town, state and zip code of reporting DODAAC.
ORIGINATOR E-MAIL ADDRESS	CHAR	50	E-mail address of POC at reporting DODAAC.
ORIGINATOR NAME	CHAR	40	DOCAAC name of the Originator.
ORIGINATOR RELEASE DATE	DATE	9	Date Originator sent SDR to Action Point.
PREPARATION DATE	DATE	9	Date the SDR was prepared.
PREPARING OFFICIAL	CHAR	60	Name, title, phone, etc., of Originator
PROBLEM CODE	CHAR	2	Determine if SDR is vendor type or system.
REBUTTAL DATE	DATE	9	Date the Originator rebutted the action taken.
*RECEIVED NSN COG	CHAR	2	Two digit code preceding FSC of material received.
*RECEIVED NSN FSC	CHAR	4	Four digit code tied to a description of the material received.
*RECEIVED NSN NIIN	CHAR	9	Last nine digits of the NSN for the material received.
*RECEIVED NSN SMIC	CHAR	2	Special Material Identification Code used as an extension of the NSN for the material received.
*RECEIVED NOMENCLATURE	CHAR	25	NIIN or FSC material description of received material.
*RECEIVED PART NUMBER	CHAR	20	Part number of the received item.
*RECEIVED QUANTITY DEFICIENT	NUM	7	Number of items received which were deficient.
*RECEIVED QUANTITY RECEIVED	NUM	7	Number of items received.
*RECEIVED QUANTITY SHIPPED	NUM	7	Number of received items provided to a carrier for movement.
*RECEIVED TOTAL COST	NUM	11, 3	Unit price times number of units received.
*RECEIVED UNIT CODE	CHAR	2	Two character code that denotes a physical count of an item (e.g., EA).
*RECEIVED UNIT PRICE	NUM	11, 3	Cost to recipient for each item received.
REPORTING DODAAC	NUM	6	Department of Defense Activity Address Code of the activity from which the SDR is sent.
REQUISITION NUMBER	CHAR	20	The requisition activity number, e.g., requisition purchase request.
SERIAL NUMBER	CHAR	8	2 digit year + 4 digit sequence number. The Originator DODAAC + SERIAL NUMBER = SDR Report Number.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
SHIPPER ACTIVITY	CHAR	6	Cage code or DODAAC of company/activity that provides material to carrier for movement.
SHIPPER ADDRESS	CHAR	200	Not used at this time.
SHIPPER ADDRESS (1)	CHAR	40	Title of company/activity providing material to carrier for movement.
SHIPPER ADDRESS (2)	CHAR	40	Street address of shipping activity.
SHIPPER ADDRESS (3)	CHAR	40	Town, state and zip code of shipping activity.
SHIPPER E-MAIL ADDRESS	CHAR	50	E-mail address of POC at shipping activity.
SHIPPER NAME	CHAR	40	Name of the activity/company that provides material to a carrier for movement.
TRANSPORTATION DOCUMENT NUMBER	CHAR	15	Unique Identifying Serial Number on transportation document (e.g., GBL, manifest, waybill).
TYPE CODE	CHAR	1	Determine if the type of SDR is Packaging, Shipping, or both.
UPDATE ACTIVITY	CHAR	12	User code of last user to electronically save changes to the SDR in PDREP.
UPDATE DATE	DATE	9	Date of the last update to the record.

*Block used only if there is an NSN discrepancy.

TEST REPORTS: Method for collecting First Article, Production Lot Testing, and Periodic Sampling Test data for analytical purposes (both positive and negative). Also an aid in determining a supplier's performance and/or responsiveness.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ADDED ACTIVITY	CHAR	12	DODAAC or user code of the activity that added the record to the database.
ADDED DATE	DATE	9	Date the record was added to the database.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
COMPANY NAME	CHAR	36	Name of the company as found in the DLA Cataloging Handbook H4/H8.
CONTRACT DODAAC	CHAR	6	The contract number is an identification number under which the defective/deficient item/commodity was purchased or reworked. The CONTRACT ACTIVITY is the activity that initiated the contract.
CONTRACT NUMBER	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
FSC MATERIAL DESCRIPTION	CHAR	25	Brief description of the material referenced in the record.
FINAL DISPOSITION	NUM	2	Code for the final disposition of the material.
ISSUE DATE	DATE	9	Date the test was conducted.
NSN NIIN	CHAR	9	The National Item Identification Code for the material reported on the test report.
NARRATIVE	CHAR		Detailed explanation of the test.
REPORTING ACTIVITY	CHAR	20	Short title for the reporting activity.
REPORTING DODAAC	CHAR	6	Department of Defense Activity Address Code (DODAAC) of the reporting activity.
SATISFACTORY RESULTS INDICATOR	CHAR	1	Indicates whether or not the results were satisfactory.
SERIAL NUMBER	CHAR	6	Serial number assigned by the reporting activity to each record.
TEST TYPE REPORT CODE	NUM	2	Code for the type of test being conducted.
UPDATE ACTIVITY	CHAR	12	User code of individual updating a record on-line or the DODAAC of the activity updating the record in batch.
UPDATE DATE	DATE	9	Date the record was last updated on the database.
USED IN RYG	CHAR	1	Indicates whether the record should be used in RYG classifications.

WAIVER/DEVIATIONS: A record detailing when a contractor has requested a waiver or deviation from contract specifications.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
ACTION DATE	DATE	9	Date the waiver/deviation was requested.
ADDED ACTIVITY	CHAR	6	DODAAC of the activity that added the record to the database.
ADDED DATE	DATE	9	Computer generated date indicating the date the record was entered into PDREP.
CAGE CODE	CHAR	5	Contractor and Government Entity (CAGE) code, as found in the DLA Cataloging Handbook H4/H8 (tape), of the contractor referenced in the report.
CLASSIFICATION	NUM	1	Indicates if record is Major or Minor.
COMPANY NAME	CHAR	36	Name of the company as found in the DLA Cataloging Handbook H4/H8.
CONTRACT DODAAC	CHAR	6	The contract number is an identification number under which the defective/deficient item/commodity was purchased or reworked. The CONTRACT ACTIVITY is the activity that initiated the contract.

ELEMENT NAME	TYPE	LEN	DESCRIPTION
CONTRACT NUMBER	CHAR	17	The contract number is an identification number of the contract under which the defective/deficient item/commodity was purchased or reworked. The number is comprised of Contract DODAAC, Contract Serial Number and Contract Order Number.
FSC	CHAR	4	Federal Supply Classification (FSC) code from the FSC Indexes Cataloging Handbook H2.
ISSUE DATE	DATE	9	Date PCO issued the final results.
PCO ACTION	CHAR	1	Indicates if the PCO approved.
PCO DISAPPROVAL CODE	NUM	2	Code from Section 2 stating the reason the W/D was disapproved by the PCO.
RECURRING INDICATOR	CHAR	1	Indicates if the problem is a recurrence of a previous request.
REPORTING ACTIVITY	CHAR	20	Short title of the activity reporting.
REPORTING DODAAC	CHAR	6	Department of Defense Activity Address Code (DODAAC) of the reporting activity.
REQUIREMENTS WAIVED CODE	CHAR	1	Code from Appendix B stating area on which waiver/deviation was requested.
SERIAL NUMBER	CHAR	20	Number assigned by the submitting activity to identify individual reports.
TECHNICAL DODAAC	CHAR	6	The Department of Defense Activity Address Code (DODAAC), from DOD 4000.25-6-M, that uniquely identifies the activity providing technical guidance.
UPDATE ACTIVITY	CHAR	6	DODAAC of the activity that updated the record on the database.
UPDATE DATE	DATE	9	Date record was added to the database.

NAVSO MANUAL ADDENDUM A

SECTION TWO

CODE VALUES

TABLE INDEX

RECORD	TABLE NAME	PAGE
ALL	INSPECTION ATTRIBUTE	60
	MATERIAL DISPOSITION	62
	MATERIAL LEVEL	62
	QUALITY SYSTEM	62
	SYSCOM CODES	63
BULLETIN	CLASSIFICATION	63
CAGE	CONTRACTOR STATUS	63
	DEBARMENT CODE	63
CAL	REASON	64
	STATUS	64
DODAAC	CAS IDENTIFICATION	64
	REPORTING ACTIVITY GROUP	64
GIDEP	DEFECT CLASS	65
MIR	INSPECTION ATTRIBUTES	66
	INSPECTION ATTRIBUTE DEFECT CLASS	69
	INSPECTION TYPE	69
PQDR	CORRECTIVE ACTION	69
	COST	71
	CREDIT	71
	DEFECT CODES	71
	DEFECT VERIFIED	73
	DEFICIENCY CAUSE	73
	EXHIBIT DISPOSITION	73
	NEW/REPAIRED/OVERHAULED	74
	PREVENTIVE ACTION TYPE	74
	RESPONSIBILITY	74
	STATUS	74
WHERE DISCOVERED	75	
PUR	PURCHASE REFERRAL TYPE	76

TABLE INDEX

RECORD	TABLE NAME	PAGE
RYG	DELIVERY CODES	76
	REASON CODES	76
SURVEY	CONTRACTOR ASSESSMENT	78
	CONTRACTOR CATEGORY REVIEWED	78
	SURVEY TYPE	78
TEST	DISPOSITION	79
	TYPE	79

INSPECTION ATTRIBUTE

CODE	LITERAL
1	DOCUMENTATION
2	DAMAGE
3	PRESERV/PACKING
4	VISUAL
5	MATERIAL IDENTIFICATION
6	MATERIAL VERIFICATION
7	RADIOGRAPHY
8	MAG PARTICLE
9	UT EDDY/CURRENT
10	LIQ PENETRANT
11	OPER/FUNCTIONAL
12	PRESSURE TEST
13	ELEC/ELECTRONIC
14	IMPROPERLY ASSEMBLED
15	DIMENSIONS
16	WELDING
17	BRAZING
18	SOLDERING
19	FINISH
20	SHELF LIFE
21	TECHNICAL DATA
22	MERCURY FREE
23	PROCEDURE APPR
24	MANUFAC PROCESS
25	DESIGN EVALU
26	IMPLODABILITY
27	EXPLODABILITY
28	TOXICITY
29	FLAMMABILITY
30	WRONG ITEM SHIPPED
31	FLASH POINT
32	APPLICATION CHARACTERISTICS
33	CONDITION IN CONTAINER
34	MASS PER LITER
35	COLOR
36	VISCOSITY
37	FINENESS OF GRIND
38	POT LIFE
39	DRY TIME
40	SAG RESISTANCE
61	QUANT CHEM
62	SEMI-QUANT CHEM
63	GENERIC VERIF

64	MECH PROP VERIF
65	MECH PROP IND
85	NON-DESTRUCTIVE TEST
86	ABNORMAL EQUIPMENT
87	LACK OF KNOWLEDGE OR SKILL
88	NOT APPLICABLE
90	ELECTRICAL FUNCTION/OUTPUT
91	UNABLE TO CALIBRATE FUNCTION/OUTPUT

CODE	LITERAL
92	FAULTY/SUBSTANDARD ELECTRICAL COMPONENTS
93	MECHANICAL PERFORMANCE/OUTPUT
94	MECHANICAL EQUIPMENT/PARTS QUALITY
95	FAULTY/SUBSTANDARD WORKMANSHIP
96	MAINTENANCE/OPERATIONAL PROBLEM/DAMAGE
97	FOREIGN OBJECT DAMAGE
98	CONTAMINATION

MATERIAL DISPOSITION (ACTION)

CODE	LITERAL
A	ACCEPT AS IS
D	DISPOSED OF/SCRAPPED
H	HOLDING
I	RELEASED FOR INVESTIGATION
O	OTHER
P	REPLACE
R	REPAIRED
S	RETURNED TO STOCK
U	UNKNOWN
V	RETURN TO VENDOR

MATERIAL LEVEL

CODE	LITERAL
1	LEVEL 1 NON-NUCLEAR
4	LEVEL 1 NUCLEAR
6	NON-LEVEL 1 NON-NUCLEAR
7	NON-LEVEL 1 NUCLEAR
9	LEVEL III NUCLEAR (NCM)
20	FLIGHT CRITICAL (NAVAIR)
21	NOT APPLICABLE

QUALITY SYSTEM

CODE	LITERAL
A	MIL-Q-9858A (FAR 46.202-3)
B	MIL-I-45208 (FAR 46.202-3)
C	STANDARD INSPECTION (FAR 46.202-2)
D	CONTRACTOR INSPECTION (FAR 46.202-1)
E	CERTIFICATE OF CONFORMANCE (FAR 46.504)
F	ISO 9000 SERIES

SYSCOM CODES

CODE	LITERAL
1	NAVSEA - NAVAL SEA SYSTEMS COMMAND
2	NAVAIR - NAVAL AIR SYSTEMS COMMAND
3	SPAWAR - SPACE AND NAVAL WARFARE SYSTEMS COMMAND
4	NAVFAC - NAVAL FACILITIES ENGINEERING COMMAND
5	NAVSUP - NAVAL SUPPLY SYSTEMS COMMAND

BULLETIN - CLASSIFICATION

CODE	LITERAL
1	RED
2	YELLOW
3	N/A

CAGE - CONTRACTOR STATUS

CODE	LITERAL
A	ACTIVE RECORD
B	NAME/ADDRESS CHANGE
C	USED FOR CATALOGING PURPOSES
D	UNCODED OE RECORD
E	NON-MANUFACTURER/EMERGENCY CODE ASSIGNMENT
F	OBSOLETE RECORD/LOCATION UNKNOWN
H	OBSOLETE RECORD/FACILITY DISCONTINUED
J	ITEM PRODUCED TO INDUSTRY SPECS
K	ITEM PRODUCED TO GOVERNMENT SPECS
L	STATUS UNKNOWN
M	SPECIAL NUMBERING SYSTEM DEVELOPED BY GOVT
N	CANCELLED W/O REPLACEMENT (OE IS DEFUNCT)
P	CANCELLED W/O REPLACEMENT (LOCATION OF OE UNKNOWN)
R	CANCELLED W/REPLACEMENT (FACILITY DISCONT.)
T	COMPANY 50/50 PARTNERSHIP
U	MANUFACTURER'S REPRESENTATIVE
W	INDIVIDUAL'S CODE
Y	NO LONGER WISHES TO BE FEDERAL CONTRACTOR

CAGE - DEBARMENT CODE

CODE	LITERAL
D	DEBARMENT (SERVICE CONTRACT ACT)
P	SUSPENDED, PROPOSED FOR DEBARMENT
S	SUSPENDED

CAL - REASON

CODE	LITERAL
1	TECHNICAL
2	PRODUCTION
3	QUALITY
4	FINANCIAL
5	ACCOUNTING
6	PROPERTY
7	TRANSPORTATION
8	PACKAGING
9	SECURITY
10	SAFETY
11	ENVIRONMENT/ENERGY
12	LATE PROPOSAL
13	OTHER

CAL - STATUS

CODE	LITERAL
C	CONTRACTOR IMPROVEMENT PROGRAM
N	NEGATIVE PRE-AWARD SURVEY
R	CONTRACTOR RECOMMENDED FOR PRE-AWARD SURVEY

DODAAC - CAS IDENTIFICATION

CODE	LITERAL
IN	INTERNATIONAL
MA	MID ATLANTIC
NC	NORTH CENTRAL
NE	NORTHEAST
SO	SOUTH
SU	SUPSHIP
WE	WEST

DODAAC - REPORTING ACTIVITY GROUP

CODE	LITERAL
8	JOINT CRUISE MISSILE PROJECT
10	NAVY AIR UNITS
11	NAVPRO
12	NADEP
13	NAVAL ORDNANCE STATION
14	NAVAL WEAPONS STATION
15	OTHER ORDNANCE
16	NAVAL SUPPLY CENTER
17	NRPO/NRCC
18	AIMD

CODE	LITERAL
19	SUPSHIPS
20	NAVAL SHIPYARDS
21	MISCELLANEOUS NAVY
22	INSERVICE ENGINEERING ACTIVITY
23	SUPPLY/LOGISTICS MANAGEMENT CENTERS
24	PACIFIC MISSILE TEST CENTER
30	DCMAO
31	DPRO
32	DCMD
33	DCMCI
35	MARINE AIR UNITS
36	MCAS
37	OTHER MARINE
40	AIR FORCE
41	AFPRO
50	ARMY
51	ARPRO
52	OTHER ARMY
60	COMMERCIAL CONTRACTOR
70	FOREIGN GOVERNMENT
71	GSA
72	DLA/DSA
73	NASA
74	COAST GUARD
75	US CUSTOMS SERVICE
76	OTHER DEFENSE
77	UNICOR FEDERAL PRISON INDUSTRIES
90	UNKNOWN
99	PIIN

GIDEP - DEFECT CLASS

CODE	LITERAL
1	CRITICAL
2	MAJOR
3	MINOR
4	INFORMATION

MIR - INSPECTION ATTRIBUTES

CODE	LITERAL	DESCRIPTION
01	DOCUMENTATION	Documents (software) pertaining to the shipment are complete in quantity and applicable to the procurement document. This is only a check to be sure that the deliverable items listed on the DD Form 1423 Contract Data Requirements List (CDRL) are received.
402	DAMAGE	Function or quality of material not impaired or degraded by damage. Do not use for shipping damage caused by carrier.
03	PRESERVATION, PACKAGING, PACKING AND LABELING	Preservation, packaging, packing and labeling of each per the procurement document or specification.
04	VISUAL	A visual examination to be sure that material meets cleanliness or quality requirements of the procurement document or specification. NOTE: Record defects first noted by visual examination and later confirmed by technical inspection only under the applicable technical attribute code.
05	MATERIAL IDENTIFICATION	Nomenclature, numbers or symbols are affixed to the material to provide identification or traceability. The identification markings must meet the requirements of the contract or specification. For certain small items, identification markings may be applied to the material container. Examples of required markings include heat, lot, specification, grade, class, type, size, pressure rating, NDT symbols, warning plates, nameplates, decals, etc.
06	MATERIAL VERIFICATION	Verification of chemical, mechanical, or physical properties by review of certification results. This is a comparison of recorded data to the technical requirements of the contract or specification. When an activity actually performs material verification testing, use attributes 61 through 65 to record the test results.
07	RADIOGRAPHY	Radiography test results comply with contract or specification requirements.
08	MAGNETIC PARTICLE	Magnetic particle test results comply with the requirements of the contract or specification.
09	ULTRASONIC/ EDDY CURRENT TEST	Ultrasonic or Eddy Current test results meet Contract or specification requirements.
10	LIQUID PENETRANT	Liquid Penetrant test results comply with contract or specification requirements.
11	OPERATIONAL OR FUNCTIONAL TEST	Material meets operational or functional tests required by the contract or specification. These tests may be performed by the inspection activity or verified by review of test reports submitted by the contractor. Examples include cycle, vibration, acoustical performance (noise) or calibration tests.
12	PRESSURE TEST	Hydrostatic, air, gas, or hydraulic tests comply with contract or specification requirements.

CODE	LITERAL	DESCRIPTION
13	ELECTRICAL/ELECTRONIC TEST	Insulation resistance, continuity, or electrical and electronic tests must meet the requirements of the specification or contract.
14	MISSING, WRONG, IMPROPERLY ASSEMBLED	Material was shipped with either parts missing or wrong parts installed. Also use this attribute to record defects such as incorrectly torqued fasteners or improperly assembled parts. Do not use this attribute to record shortages in shipment.
15	DIMENSIONS	Measurements of material are within tolerance specifications. Examples are length, width, height, wall thickness, bolt hole locations, thread form, etc.
16	WELDING	Welding joint detail, test specimens, weld deposit dimensional tolerances, or visual welding requirements comply with the contract or specification.
17	BRAZING	Brazed joint detail, test specimens, braze deposit dimensional tolerances, or visual brazing requirements comply with the contract or specification.
18	SOLDERING	Soldered joint detail, test specimens, solder deposit dimensional tolerances, or visual soldering requirements comply with the contract or specification.
19	FINISH	Surface finish meets the requirements of the specification, drawing or contract. This includes microinch smoothness of machined parts as well as uniform application of plating and finishes.
20	SHELF LIFE	Manufacture dates of items with established shelf life requirements are within the date ranges of the contract or specification. This includes flexible hose, o-rings, resilient mounts, paints, adhesives, and similar items.
21	TECHNICAL DATA	Technical data for maintenance, repair, operation or installation of material meets the requirements of the contract or specification.
22	MERCURY FREE	Vendor complies with "Mercury Free Clause notice to Vendor" as required by the procurement document.
23	SPECIAL PROCESS PROCEDURE APPROVAL	Procedures used by the contractor for special processes have been approved as required by the contract. This generally applies to specialized Non-Destructive Testing or production processes.
24	MANUFACTURING PROCESS	The items were manufactured or fabricated using the manufacturing process specified in the contract. An example would be seamless versus welded pipe.
25	DESIGN EVALUATION TEST	Shock, vacuum, salt spray, immersion, burst, impact, or endurance tests were performed as required by contract.
26	IMPLODABILITY	Any pressure housing containing a noncompensated compressible volume at a pressure below the external ambient sea pressure (at any depth down to maximum operating depth) which has the potential to collapse. Any implodable volume, which by imploding, affects the safety of DSS personnel.

CODE	LITERAL	DESCRIPTION
27	EXPLODABILITY	Any pressure housing containing a volume of gas, at a pressure above the external ambient sea pressure (at any depth) which has the potential to burst. Any explodable volume, which by exploding, affects the safety of DSS personnel.
28	TOXICITY	Any nonmetallic and some metallic materials that can be exposed to a DSS breathable atmosphere shall be considered a potentially toxic material. The toxicity of these materials results from the release of volatile solvents, semi-volatile plasticizers, incompletely polymerized materials, and other vaporized compounds.
29	FLAMMABILITY	Any material that will ignite or explode from an electric spark or from heating and which, if so ignited, will independently support combustion in the presence of air or any oxygen enriched atmosphere that may be encountered in the DSS under either normal or emergency conditions shall be considered a potentially flammable material.
30	WRONG ITEM SHIPPED	Indicates that the item received was not the item indicated by either the contract or shipping document. Issue a Report of Discrepancy (ROD) for this type of defect.
31	FLASH POINT	Determines that the flash point of both the individual paint components and the mixed coating are within ranges specified in the contract or specification.
32	APPLICATION CHARACTERISTIC	To ensure that the mixed coating can be applied correctly using the appropriate equipment.
33	CONDITION IN CONTAINER	Inspection of each individual component of the paint to assure it hasn't settled, separated, or otherwise deteriorated in the can.
34	MASS PER LITER	Weight measurement of each individual component of the paint.
35	COLOR	Measurement of the mixed coating color to assure it matches the color that was ordered.
36	VISCOSITY	Measures the viscosity of the mixed coating to assure it matches the manufacturer's advertised values.
37	FINENESS OF GRIND	Measurement of fineness of dispersion of the pigment-vehicle in each of the paint's individual components to assure they match the specification.
38	POT LIFE	Verifies that the mixed coating is useable for the time period required by the contract or specification.
39	DRY TIME	Assures the mixed coating will dry within the required time period listed in the specification.
40	SAG RESISTANCE	Measures the mixed coating's ability to be applied in a manner that produces the desired thickness.
61	QUANTITATIVE CHEMICAL ANALYSIS	Material testing performed to determine the exact concentration or constituent elements present. This precise analysis assures conformance to the chemical requirements of the material specification.

62	SEMI-QUANTITATIVE CHEMICAL ANALYSIS	Material testing performed to determine the approximate concentration of alloy characterizing elements. This alloy identification assures material identity.
63	GENERIC MATERIAL VERIFICATION	Material tested using direct and rapid analysis methods such as color tests, acid spot test, magnet, etc. These tests only identify materials by family of material. NOTE: If an activity performs either semi-quantitative or quantitative analysis to verify suspect generic material tests, do not record defects under attribute 63. Semi-quantitative or quantitative chemical analysis provides more precise results. As generic tests do not identify the constituent elements, this attribute should normally not be used for rejection of material. Confirm rejections by using semi-quantitative or quantitative analysis.
64	MECHANICAL PROPERTIES VERIFICATION	Material tested to determine mechanical properties such as strength, elongation, reduction in area, yield, hardness, etc. These types of tests assure conformance to the mechanical properties specification requirements.
65	MECHANICAL PROPERTIES INDICATOR	Material tested using hardness test values to approximate tensile strength. NOTE: If unsatisfactory hardness test results are confirmed by mechanical properties verification test, record the inspection under attribute 64. Do not record any entry under attribute 65. When hardness values do not directly relate to the tensile strength of the material, they should not be used for rejection. Do not reject material under attribute 65 unless hardness values are a stated requirement of the contract or specification. Whenever possible, perform mechanical properties verification tests to validate hardness results.

MIR - INSPECTION ATTRIBUTE DEFECT CLASS

CODE	LITERAL
1	CRITICAL
2	MAJOR
3	MINOR

MIR - INSPECTION TYPE

CODE	LITERAL
D	ACCEPTED BASED ON DCMAO INSPECTION
P	INSPECTION AND/OR TEST PERFORMED
V	CTR INSPECTION AND/OR TEST VERIFIED
W	CTR INSPECTION AND/OR TEST WITNESSED

PQDR - CORRECTIVE ACTION

CODE	LITERAL
A	PROCESS CHANGED (INCLUDES CHANGES TO PROCESS INSTRUCTIONS)
B	NO PA REQUIRED/INFORMATION
C	INITIATE CLASS 1 ECP
D	INITIATE CLASS 2 ECP

E	REVISE TEST PROCEDURES
F	"REVISE/REVIEW SPECIFICATION/DRAWING/TECHNICAL ORDERS, PUBLICATIONS" MANUALS
G	ISSUED TECHNICAL/ SAFETY BULLETINS
H	IMPROVE PACKAGING
I	CHANGE CONTRACTUAL REQUIREMENTS FOR FUTURE BUYS
J	SUB-CONTRACTOR ACTION
K	ISOLATED INSTANCE
M	ADMINISTRATIVE CLOSING
N	INTERIM CLOSING
P	POLICY CHANGE
R	C.A. ACCOMPLISHED/NO PA STATED
T	NO CORRECTIVE ACTION
U	NO PA NOT VALID
V	SCREEN/PURGE STOCK (GOVT)
X	REPAIR/REPLACE
Y	NO PA PROVIDED/ITEM OUT OF WARRANTY
Z	NOT APPLICABLE

PQDR - COST

CODE	LITERAL
C	COST TO GOV'T (COMMERCIAL SUPPLIER)
G	COST TO NAVY (GOV'T MFGR/SUPPLIER)
N	NO COST TO GOV'T (COMMERCIAL SUPPLIER)
U	UNDETERMINED
Z	NO COST TO NAVY (GOV'T MFGR/SUPPLIER)

PQDR - CREDIT

CODE	LITERAL
C	NO CREDIT (COMMERCIAL SUPPLIER)
G	NO CREDIT (GOV'T SUPPLIER)
N	CREDIT (COMMERCIAL SUPPLIER)
P	VENDOR REPLACEMENT
R	VENDOR REPAIR
S	SOURCE OF SUPPLY REPLACEMENT
U	UNKNOWN
W	CREDIT AUTHORIZED
X	NO CREDIT AUTHORIZED
Z	CREDIT (GOV'T SUPPLIER)

PQDR - DEFECT CODES

CODE	LITERAL
1AA	INCORRECT MATERIAL
1AB	POOR WORKMANSHIP
1AC	WELDING
1AD	PROTECTIVE COATING
1AE	IMPROPER MARKING
1AF	IMPROPER INSTALLATION
1AG	DIMENSIONAL NONCONFORMANCE
1AH	MANUFACTURING PROCESS
1AI	INADEQUATE SOLDERING
1AJ	IMPROPER LUBRICATION
1AK	DOCUMENTATION MISSING
1AL	MISSING HARDWARE
1AM	DAMAGED (VISUAL)
1AN	COMPONENT FAILURE
1AP	BRAZING
1AQ	BONDING
1AR	PITTING
1AS	HEAT TREAT
1AT	PLATING
1AU	CHEMICAL FILM
1AV	IMPREGNATION

CODE	LITERAL
1AX	MACHINING (CUTTING, GRINDING, ETC.)
1AY	CLEANING
1AZ	CLEAN ROOM
2AA	INCORRECT TECHNICAL DATA PACKAGE
2AB	INCOMPLETE TECHNICAL DATA PACKAGE
2AC	OUTDATED TECHNICAL DATA PACKAGE
2AD	INADEQUATE TEST PROCEDURES
2AE	INCORRECT MECHANICAL DESIGN
2AF	INCORRECT ELECTRICAL DESIGN
2AG	INADEQUATE CONFIGURATION CONTROL
2AH	WORK INSTRUCTIONS
2AI	ELECTRICAL OPERATIONAL MALFUNCTION
2AJ	ELECTRICAL DEFECTIVE MATERIAL
2AK	ELECTRONIC OPERATIONAL MALFUNCTION
2AL	ELECTRONIC DEFECTIVE MATERIAL
2AM	MECHANICAL OPERATIONAL MALFUNCTION
2AP	NON-ELECTRO/MECH DESIGN DEFICIENCY
2AR	PRESERV/PACKAGING
3AA	INADEQUATE QA REQUIREMENTS
3AB	WRONG ITEM
3AC	PROCURED TO WRONG DRAWING REVISION
3AD	IMPROPER MAINTENANCE PROCEDURE
3AE	INCOMPLETE OVERHAUL
3AF	IMPROPER TORQUE
3AG	MRB
3AH	COMPUTER (SOFTWARE) QUALITY ASSURANCE
3AI	AUTOMATIC TEST EQUIPMENT
3AJ	CALIBRATION
3AK	ELECTRONIC TESTING
3AL	MECHANICAL TESTING
3AM	NDT
3AN	FINAL INSPECTION
3AP	CHEMICAL ANALYSIS
4AA	EXPIRED SHELF-LIFE
4AB	INAPPROPRIATE SHELF-LIFE
4AC	IMPROPERLY EXTENDED SHELF-LIFE
4AD	TECHNICAL MANUAL ERROR
4AE	IMPROPER FIELD FIX
4AF	NORMAL WEAR AND TEAR
4AG	ESD
5AA	PURCHASING
5AB	VENDOR CERTIFICATION
5AC	RECEIVING INSPECTION

CODE	LITERAL
5AD	CORRECTIVE ACTION
5AE	SEGREGATION OF NONCONFORMING MATERIAL
5AF	GEM/GFE/GFP
9ZZ	NOT APPLICABLE

PQDR - DEFECT VERIFIED

CODE	LITERAL
N	DEFECT NOT VERIFIED
O	OTHER THAN REPORTED
U	UNABLE TO TEST FOR DEFECT
Y	DEFECT VERIFIED

PQDR - DEFICIENCY CAUSE

CODE	LITERAL
C	CONTRACT ERROR
D	TDP/DESIGN ERROR
M	MAINTENANCE DEFICIENCY
N	CONTRACTOR NONCOMPLIANCE
P	PART APPLICATION
S	SHELF-LIFE PROBLEM
U	MISUSE OF ITEM
X	UNDETERMINED CAUSE
Z	NOT APPLICABLE

PQDR - EXHIBIT DISPOSITION

CODE	LITERAL
1	TO BE REPAIRED BY CONTRACTOR (AT NO COST TO GOVERNMENT)
2	REPAIRED BY USING ACTIVITY-NOT CONTRACTOR REPRESENTATIVE
3	TO BE REPAIRED BY GOVT-DEPOT/OVERHAUL FACILITY
5	ACCEPT AS IS
4	DISPOSED OF/SCRAPPED
6	EXHIBIT DESTROYED/NOT AVAILABLE
7	TO BE REPAIRED BY CONTRACTOR (AT GOVERNMENT EXPENSE)
8	EXHIBIT REQUESTED BUT NEVER RECEIVED
9	UNDETERMINED
H	HOLDING
I	RELEASED FOR INVESTIGATION
0	OTHER
P	REPLACE
R	REPAIRED
S	RETURNED TO STOCK
Z	UNKNOWN
V	RETURN TO VENDOR

PQDR - NEW/REPAIRED/OVERHAULED

CODE	LITERAL
N	NEW
O	OVERHAULED/REPAIRED
U	UNKNOWN

PQDR - PREVENTIVE ACTION TYPE

CODE	LITERAL
1	VERIFIED PA
2	SATISFACTORY PA
3	UNSATISFACTORY PA
4	N/A

PQDR - RESPONSIBILITY

CODE	LITERAL
A	PRIVATE CONTRACTOR
B	PROCUREMENT AGENCY
C	GOVERNMENT CONTRACTOR (MFR)
D	DESIGN AGENCY
E	GOVERNMENT OVERHAUL FACILITY
G	GOVERNMENT SUPPLY ACTIVITY
U	GOVT USING ACTIVITY
H	UNKNOWN
I	INVALID REPORT

PQDR - STATUS

CODE	LITERAL
A	ACTIVE
A1	FOLLOW UP BY ORIGINATOR
A2	FOLLOW UP BY SCREENING POINT
A3	FOLLOW UP BY ACTION POINT
A4	FOLLOW UP BY SUPPORT POINT
A5	2ND FOLLOW UP BY ACTION POINT
A6	INFORMATION QDR MADE ACTIVE
A7	EXHIBIT RECEIVED
A8	INTERIM RESPONSE NO SCREEN/NO ACTION
A9	REQUEST RETAIL SCREEN (DMS)
AA	ADDITIONAL INFO REQUESTED
AB	NAVWPNEG SUPPACT INVESTIGATION
AC	60 DAYS INQUIRY ON STATUS
AD	DEFECT UNDER INVESTIGATION
AE	EXHIBIT REQUESTED
AF	EXHIBIT SHIPPED
AG	CASE/QDR REOPENED

AH	UNACCEPTABLE REPLY
AI	INVESTIGATION EXTENSION REQUEST
AJ	FMSO SCREEN W/O IM REQUEST
AK	IM REQUEST SCREEN FMSO DOES NOT
AL	ORIGINATOR TO HOLD EXHIBIT
AM	RETURN FOR DISPOSITION INST.
AN	IM REQUEST FOR ADDITIONAL INFO
AP	REQUEST RETAIL SCREEN (AIG)
AR	INTERIM REPLY
AU	OTHER
C	CLOSED
CA	REPORT DOESN'T MEET QDR CRITERIA
CB	INVESTIGATED BY TECHNICAL ACTIVITY
CC	NO REPLY WITHIN 180 DAYS
CD	DEFECT PREVIOUSLY INVESTIGATED
CE	EXHIBIT RETURNED/INVESTIGATION CONDUCTED
CF	"EXHIBIT LOST/MISDIRECTED, ETC."
CG	INVESTIGATION CONDUCTED WITHOUT EXHIBITS
CH	NO INVESTIGATION CONDUCTED
CI	SUBMITTED FOR INFO/RELIABILITY DATA
CJ	"CLOSED AT SUPPORT POINT, BUT ACTIVE AT NAVWPNENGSUPPACT"
CK	OUT OF WARRANTY
CL	CONTRACT CLOSED
CM	NO PROCUREMENT QA
CN	NO PRODUCTION
CP	INVESTIGATION WITH EXHIBIT
CX	CANCELLED
CY	NAVSUP INTERIM CLOSING
CZ	PDREP ADMINISTRATIVE CLOSING

PQDR - WHERE DISCOVERED

CODE	LITERAL
AF	AFTER FLIGHT
AI	AFTER INSTALLATION
AS	AFTER SEA TRIALS
BF	BEFORE FLIGHT
BS	BEFORE SEA TRIALS
BT	BENCH TEST
CC	CORROSION INSPECTION
DI	DURING INSTALLATION
DS	DURING STEAM TEST
DT	DURING TAXI
FF	IN-FLIGHT
IF	NORMAL OPERATION
MI	MAINTENANCE INSPECTION

NR	NOT REPORTED
OR	RECEIPT INSPECTION
OT	OTHER
PF	PRE-FLIGHT INSPECTION
PM	PMS INSPECTION OR DURING PMS
QA	QA INSPECTION
SI	LIGHTING OFF OR STARTING

PUR - PURCHASE REFERRAL TYPE

CODE	LITERAL
1	WAIVER
2	DEVIATION
3	VIR
4	PQDR
5	ECP
6	TIR

RYG - DELIVERY CODES

CODE	LITERAL
I1	ASSESSED DELIVERY RATE < 65%
I2	ASSESSED DELIVERY RATE < 65%/LAST 5 ON TIME
I3	ASSESSED DELIVERY RATE < 65%/ONLY 1 LATE DELIVERY
I4	ASSESSED DELIVERY RATE > 65% AND 89%
I5	ASSESSED DELIVERY RATE > 65% AND < 89%/LAST 5 ON TIME
I6	ASSESSED DELIVERY RATE > 89%

RYG - REASON CODES

CODE	COLOR	LITERAL
A1	RED	AN OPEN BULLETIN THAT HAS BEEN CLASSIFIED "RED".
A2	YELLOW	AN OPEN BULLETIN THAT HAS BEEN CLASSIFIED "YELLOW".
B1	RED	AN OPEN CRITICAL GIDEP REPORT.
B2	RED	3 OR MORE OPEN MAJOR GIDEP REPORTS WITHIN 2 YEARS.
B3	YELLOW	1-2 OPEN MAJOR GIDEP REPORTS WITHIN 2 YEARS.
B4	YELLOW	3 OR MORE OPEN MINOR GIDEP REPORTS WITHIN 2 YEARS.
C1	RED	2 OR MORE DEFECTIVE LOTS WITH AN ASSESSED DEFECT RATE (ADR) OF 11% OR GREATER.
C2	YELLOW	2 OR MORE DEFECTIVE LOTS WITH AN ADR > 4% AND < 11%.
C3	YELLOW	ONLY ONE DEFECTIVE LOT AND ADR > 4%.
C4	YELLOW	2 OR MORE DEFECTIVE LOTS WITH AN ADR OF 11% OR GREATER AND LAST 5 CONSECUTIVE LOTS ACCEPTABLE.
C5	GREEN	AN ASSESSED DEFECT RATE OF 4% OR LESS.
C6	GREEN	2 OR MORE DEFECTIVE LOTS WITH AN ADR > 4% AND < 11% AND LAST 5 CONSECUTIVE LOTS ACCEPTABLE.
C7	GREEN	ONLY ONE DEFECTIVE LOT AND ADR > 4% AND LAST 5 CONSECUTIVE LOTS ACCEPTABLE.

CODE	COLOR	LITERAL
D1	RED	AN OPEN METHOD D.
D2	RED	MORE THAN ONE OPEN METHOD C OR E.
D3	YELLOW	ONE OPEN METHOD C OR E.
E1	RED	MORE THAN 9 POINTS TOTAL FOR PQDRS IN THE TIME FRAME.
E2	YELLOW	9 POINTS TOTAL FOR PQDRS IN THE TIME FRAME.
F1	RED	LATEST PRE-AWARD SURVEY WITH A RECOMMENDATION OF “NO AWARD” (NO CORRECTIVE ACTIONS PROVIDED).
F2	YELLOW	LATEST PRE-AWARD SURVEY WHERE THE QUALITY AND THE OVERALL RECOMMENDATION ARE IN CONFLICT.
F3	GREEN	LATEST PRE-AWARD SURVEY HAS A RECOMMENDATION OF “AWARD”.
F4	GREEN	PRE-AWARD WITH RECOMMENDATION OF “NO AWARD” AND CORRECTIVE ACTIONS RECEIVED AND ACCEPTED.
G1	RED	LATEST OPEN SURVEY CONDUCTED IN THE LAST 2 YEARS THAT HAS “UNACCEPTABLE” RATABLE FACTORS.
G2	YELLOW	LATEST OPEN SURVEY THAT WAS CONDUCTED IN LAST 2 YEARS THAT HAS “ACCEPT WITH CORRECTIONS” RATABLE FACTORS.
G3	GREEN	LATEST SURVEY THAT WAS CONDUCTED IN THE LAST 2 YEARS THAT HAS ALL “ACCEPTABLE” RATABLE FACTORS.
G4	GREEN	LATEST SURVEY CONDUCTED IN LAST 2 YEARS THAT HAS “UNACCEPTABLE” OR “ACCEPTABLE WITH CORRECTIONS” RATABLE FACTORS AND HAS HAD CORRECTIVE ACTIONS RECEIVED AND ACCEPTED.
H1	RED	LAST 2 TEST REPORTS IN 2 YEARS ARE UNSATISFACTORY.
H2	YELLOW	LAST TEST REPORT IN 2 YEARS IS UNSATISFACTORY.
H3	GREEN	LAST TEST REPORT IN 2 YEARS IS SATISFACTORY.
NA	-----	INSUFFICIENT DATA TO CLASSIFY AS RED, YELLOW, OR GREEN.

SURVEY - CONTRACTOR ASSESSMENT

CODE	LITERAL
1	AWARD
2	NO AWARD
3	ACCEPTABLE
4	UNACCEPTABLE
5	QUALIFIED
6	NOT QUALIFIED
7	QUAL WITHHELD
8	ACCEPTABLE W/CORRECTION(S)
10	UNKNOWN

SURVEY - CONTRACTOR CATEGORY REVIEWED

CODE	LITERAL
1	ORGANIZATION
2	ENG & DWG CONTROL
3	MEAS/TEST EQUIP
4	PURCH/RECEIPT INSP
5	SPECIAL PROCESSES
6	MFG CONTROL/IN-PROCESS INSPECTION
7	FINAL INSPECTION
8	HDLG/STORAGE/PACKAGE/DELIVERY
9	NON-CONFORM SUPP/CORRECT ACTION
10	TECHNICAL CAPABILITY
11	PRODUCTION CAPABILITY
12	FINANCIAL CAPABILITY
13	ACCOUNTING SYSTEM
14	TRANSPORTATION
15	SECURITY
16	PLANT SAFETY
17	ENVIRONMENTAL CONSIDERATION
18	OTHER

SURV - SURVEY TYPE

CODE	LITERAL
1	PRE-AWARD
2	POST-AWARD
3	PRODUCT ORIENTED
4	SPECIAL
5	QUALITY SYSTEM REVIEW
6	QUALIFIED SERVICES LIST
7	MASTER ORDNANCE REPAIR
8	INSPECTION CAPABILITY REVIEW
9	QUALIFIED PRODUCTS LIST

TEST - DISPOSITION

CODE	LITERAL
1	ACCEPT
2	ACCEPT-WAIVED
3	RETURN TO VENDOR
4	REPAIR
5	OTHER
6	APPROVE
7	DISAPPROVE
8	CONDITIONALLY APPROVE

TEST - TYPE

CODE	LITERAL
1	FIRST ARTICLE
2	PRODUCTION LOT TESTING
3	PERIODIC SAMPLING TEST
4	UNKNOWN
5	TEST TYPE NOT AVAILABLE
6	TEAR DOWN INSPECTION

NAVSO MANUAL ADDENDUM A

SECTION THREE

ACRONYMS/ABBREVIATIONS

ACT	Action
ACTY	Activity
AEA	Approved Engineering Alternative
ASN (RD&A)	Assistant Secretary of the Navy (Research, Development and Acquisition)
ATTR	Attribute
ATTRIB	Attribute
CAGE	Commercial and Government Entity
CAL	Contractor Alert List
CAO	Contract Administration Office
CAT	Category
CD	Code
CDE	Method C, D and/or E
CES	Contractor Evaluation System
CIM	Controlled Industrial Material (Non-level Material)
COMP	Completion
CORR	Corrective
CSR	Computer Support Request
CRIT	Critical
DEF	Deficiency/Defective
DESC	Description
DLA	Defense Logistics Agency
DoD	Department of Defense
DODAAC	Department of Defense Activity Address Code
DSN	Defense Switched Network
ET	Eddy Current Test
FSC	Federal Supply Classification
GFM	Government Furnished Material
GIDEP	Government and Industry Data Exchange Program
GSA	Government Service Administration
GSI	Government Source Inspection
INFO	Information
INSP	Inspection
INST	Instruction
LVL	Level
L1	Level 1
L3	Level 3
MAJ	Major
MATL	Material

MIN	Minor
MIR	Material Inspection Record
NAVAIR	Naval Air Systems Command
NAVFAC	Naval Facility Systems Command
NAVSEA	Naval Sea Systems Command
NAVSEALOG	Naval Sea Systems Command Logistics Center
NAVSEALOGCENDET	Naval Sea Systems Command Logistics Center Detachment
NAVSUP	Naval Supply Systems Command
NIIN	National Item Identification Number
NO	Number
NON-NUC	Non-Nuclear
NON-RESP	Non-Responsive
NSN	National Stock Number
NUC	Nuclear
OASN	Office of the Assistant Secretary of the Navy
PC(s)	Piece(s)
PDREP	Product Data Reporting and Evaluation Program
PQDR	Product Quality Deficiency Report
PREP	Preparation
PUR	Purchase Referral
QALI	Quality Assurance Letter of Instruction
QPL	Qualified Products List
QTY	Quantity
R&D	Research and Development
R/Y/G	Red/Yellow/Green
RECD	Received
REJ	Reject
REJD	Rejected
REPT	Reporting
RYG	Red/Yellow/Green
SBA	Small Business Administration
SECNAV	Secretary of the Navy
SECNAVINST	Secretary of the Navy Instruction
SMIC	Special Material Identification Code
SPQ	Special Quality Data
SRV	Survey
SS	SubSafe
ST	State
SYS	Systems Command
SYSCOM	Systems Command
TST	Test